

County of Sullivan, NH

Type of meeting: Board of Commissioner Regular Business Meeting Minutes
Date/Time: Monday, December 02, 2013, 9:00 AM
Place: Newport NH – County Administration Building, 1st Floor – Commissioners Conference Room, 14 Main Street, 03743

Attendees: Commissioners Jeffrey Barrette – Chair, Bennie Nelson – Vice Chair and Ethel Jarvis - Clerk, Ross L. Cunningham – Department of Corrections Superintendent, Suzanne Gottling – State County Delegation Executive Finance Committee Chair | District 2, and Sharon Callum – Administrative Assistant | Minute Taker.

Public attendees: Gayle Hedrington – 99.7 WNTK News Reporter, Larry Converse Claremont Citizen

9:09 The Chair, Jeff Barrette, opened the meeting.

Agenda Item No. 1. Department of Corrections (DOC) Superintendent's Report, Ross L. Cunningham

Agenda Item No. 1.a. Securus Contract Second Amendment Review

A copy of the Securus Technologies Second Amendment document [Appendix A.1-2] was distributed and reviewed. This relates to compliancy with the Prison Rape Elimination Act and alignment of DOC policies with it. Currently, DOC uses Sheriff's Office Investigator O'Sullivan for the program. The inmate phone provider provides a reporting piece - \$930.00 total, \$10.00 per/inmate. A separate piece is used on the laptops of O'Sullivan, Capt. Roberts and one other at the DOC, which has the capability of creating reports from data collected – it's a well thought out format. This is an annual contract renewal. Cost is budgeted in the Contract Services line.

9:12 Motion: to authorize the Superintendent to sign the Securus Second Amendment. Made by: Nelson. Seconded by: Jarvis. Voice vote: All in favor.

Comm. Nelson heard a news article about a large TX jail currently dealing with self-described classification issues and questioned if the County had seen any such situations. Cunningham confirmed Merrimack and Strafford struggled with the issue and placed them in the units relating to the gender they were upon arrival. Sullivan County would place them in isolation cells or an empty room - fitting the situation.

Non Agenda Item NH State Legislation Update: There is a change to a NH law that the NHAC DOC Affiliate is watching – the bill is being pushed through by Senator Odell and relates to increasng the incarcerated age from 17 to18. Sullivan County would be unable to keep them separated, in current situation, and, an issue would arise.

Agenda Item No. 1.b. 11-25-13 Corp. Blake Request for Part-Time Police Employment

A copy of the 11-25-13 memo from Corp. Blake [Appendix B] relating to a request to seek part time employment, ride along with the Charlestown Police Department, was distributed. Supt. Cunningham supports the request and indicated they may see another similar request

in the future from another employee. The Board members informally approved of the request and thanked Cunningham for bringing it to their attention.

Agenda Item No. 1.c. Inmate Children Holiday Event

A copy of the Inmate Holiday Event notice was distributed [Appendix C]. The event is scheduled for Dec. 19th, split between units and will run from 4:00 p.m. to 9:00 p.m. The event is for inmate children, or children in the household of an inmate, and also extended to include other family and guardian relationships within the household. The majority of the gifts are donations through non-profits. The offender population wraps and prepares the gifts – they saw little or no issues as a result of the project.

Non Agenda Item Mental Health Issues

Supt. Cunningham noted offender mental health issues within the jail continue to be a challenge. They have two such difficult inmates to manage and he commended his staff on *'rising to the situation'*.

Agenda Item No. 2. Commissioners Reports

Agenda Item No. 2.a. FY '14 November Financials

A copy of the draft November 2013 revenue and expense report [Appendix D.1-22] was distributed and reviewed. The Chair pointed out revenues are down, slightly, but expenses are down, also, to match the reduction. Taxes, due 12-17-13, have been received from two municipalities.

Agenda Item No. 2.b. FY '13 End of Year Assignment

The Chair noted he would be punting this to January 15th, when the new County Manager comes on board.

Agenda Item No. 2.c.i. Old Business- Motion to Renew Dental coverage with HealthTrust

The Board reviewed the renewal documents [Appendix E] requiring signature – this relates to dental coverage, eff. 7/1/14-6/30/15, through HealthTrust & Delta Dental.

9:23 Motion: to renew the dental coverage through Delta Dental-HealthTrust, formerly known as Local Government Center. Made by: Nelson. Seconded by: Jarvis. Voice vote: All in favor.

Agenda Item No. 2.c.ii. Old Business-Authorize Ratification of JSI Research & Training \$19,195 Grant Agreement letter and Payment Request Form.

The Board reviewed the CHI JSI e-mail from Alyson Cobb, the contract agreement, and request for payment form [Appendix F.1-15]. The Board previously approved Rosman submitting the application, in the amount of \$20,000, late September. Callum confirmed this project relates to the collaboration with Upper Valley Regional Medical Reserve Corps.

9:26 Motion: to accept the grant from CHI JSI in the amount of \$19,195.00 and authorize the Vice Chair to sign the associated documents. Made by: Jarvis. Seconded by: Nelson. Voice vote: All in favor.

Agenda Item No. 2.d. New Business-County Manager Meet & Greet Event

The Board and public attendees discussed holding a *'meet and greet'* for the new County Manager, Jessie Levine. It was decided to hold it Fri. Jan. 10th after work, or Sat. Jan. 11th, after 1:00 p.m. at the Unity County Complex Ahern Building.

Agenda Item No.2.d. New Business-Sullivan County Health Care: Resident Quality of Care
Comm. Barrette has two family members at the Sullivan County Health Care Facility (SCHC), and received feedback from their immediate family members indicating how 'impressed by the care' they were. Comm. Nelson noted he has several family members residing at the facility, also, and finds those types of comments very common among his family group.

Agenda Item No. 3. Public Participation

Larry Converse, Claremont Citizen, noted he'd like to see the Commissioners hold more functions within the SCHC to show off the facility, and suggested they host the *'meet and greet'* there. Callum will check with SCHC Administrator and Dietary on room availability.

Larry Converse inquired about the status of the new water well installation (Unity County Complex). Barrette noted it passed State tests, project was placed out to bid, bids arrived over anticipated budget, the request for bid documents are being revised - he's unsure if the project will be finalized this year, but will know more by their next meeting.

Biomass Project Update - Barrette noted they are currently on line and making steam for the SCHC building, only; should have issues resolved to heat the other buildings within the next week - meanwhile, older boilers are heating the buildings not on line; effective Nov. 27th, the contractors are paying for fuel costs associated to the biomass not fully operational. They may set a ribbon cutting date at their next meeting. They are unable to do testing for credits until the cyclone is fully functional - the cyclone spits particles out of exhaust - testing would be for a six hour period at full blast. He anticipates the first few years being fruitful and that it may take six months to apply for and receive the credits.

Town of Newport Public Hearing - December 2nd, 6:30 p.m.

[Appendix G] This public hearing relates to NH State DOT proposed changes to Sunapee Street and the newly purchased County owned parking lot off Sunapee and Main Street. Commissioner Nelson will attend. Barrette feels this is a preliminary hearing. It was noted, the hearing relates to drainage and traffic patterns.

Agenda Item No. 4. Meeting Minutes Review

Agenda Item No. 4.a November 18th, 2013 Public Meeting Minutes

9:52 Motion: to approve the 11/18/13 public meeting minutes as printed. Made by: Nelson. Seconded by: Jarvis. Voice vote: All in favor.

Agenda Item No. 4.b. November 18th, 2013, 4:59 PM Executive Session Minutes

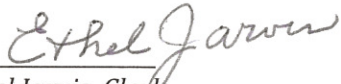
9:55 Motion: to approve and release the 11/18/2013 4:59 PM Executive Session minutes. Made by: Nelson. Seconded by: Jarvis. Voice vote: All in favor.

Agenda Item No. 4.c. November 18th, 2013, 5:12 Executive Session Minutes

9:55 Motion: to approve and unseal, the 11/18/2013 5:12 Executive Session minutes, once we have a contract. Made by: Jarvis. Seconded by: Nelson. Voice vote: All in favor.

9:56 Motion: to adjourn. Made by: Barrette. Seconded by: Nelson. Voice vote: All in favor.

Respectfully submitted,



*Ethel Jarvis, Clerk
Board of Commissioners*

EJ/sjc

Date minutes approved:

1-6-14



Appendix A.1

SULLIVAN COUNTY DEPARTMENT OF CORRECTIONS
A003712

**SECOND AMENDMENT
TO
MASTER SERVICES AGREEMENT**

This **SECOND AMENDMENT** ("Second Amendment") is effective as of the last date signed by either party ("Second Amendment Effective Date") and amends and supplements that certain Master Services Agreement by and between Sullivan County Department of Corrections ("you" or "Customer") and Securus Technologies, Inc. ("we," "us," or "Provider"), dated July 1, 2009, as subsequently amended by that certain First Amendment dated August 29, 2012 (the Master Services Agreement and the First Amendment are collectively the "Agreement").

WHEREAS, Customer and Provider are parties to the Agreement and desire to amend the terms as stated herein;

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties agree as follows:

1. **Term.** This Second Amendment shall commence on the Second Amendment Effective Date and shall remain in effect through the Term of the Agreement.
2. **Applications.** The following Application is hereby added to the Schedule to the Agreement:

PREA COMPLIANCE SUITE

DESCRIPTION:

We will provide the PREA Compliance Suite as described herein through our exclusive third party vendor, Tetrus. The PREA Compliance Suite is designed to enable Customer in its technological compliance with the Prison Rape Elimination Act (PREA) by assisting Customer in the collection, tracking and reporting of alleged PREA incidents. Customer's use of the PREA Compliance Suite is governed by and conditioned upon Customer's acceptance of the terms set forth herein.

PROVIDER COMPENSATION:

The cost for the PREA Compliance Suite is provided below. The cost includes software, training, system upgrades, support and annual maintenance during the term of the Agreement. The cost does not include applicable sales tax, any costs for system hardware, work station hardware, networking, or system software like Microsoft Windows and database or interface costs to third party applications. Applicable sales tax will added to the amount of the price, unless Customer submits a tax exemption certificate.

The annual cost is \$10.00 per ADP and is calculated by using Facilities' ADP on record as of this Second Amendment Effective Date as follows:

ADP:	<div style="border: 1px solid black; padding: 2px 10px;">93</div>	Annual Price per ADP:	<div style="border: 1px solid black; padding: 2px 10px;">\$10.00</div>	Annual Price:	<div style="border: 1px solid black; padding: 2px 10px;">\$930.00</div>
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Customer shall pay Provider an Annual Price of \$930.00 for the PREA Compliance Suite. The Annual Price shall be payable through a Commission deduction, which shall be deducted on the sooner of (i) the month following the PREA Compliance Suite installation, or (ii) sixty (60) days following the date Customer signs this Second Amendment and then annually thereafter. If Customer so elects in writing to Provider or at the option of Provider, Provider will invoice Customer the Annual Price, which invoice shall be due and payable within thirty (30) days after the invoice date. Notwithstanding anything to the contrary, Customer's first Annual Price payment will be discounted by five percent (5%) in consideration of Customer's agreement to pay such Annual Price in advance. Accordingly, Customer's first payment in the amount of \$883.00 shall be due and payable within thirty (30) days of this Second Amendment Effective Date. For any payments which are not paid on or before the due date, Provider reserves the right to charge interest on the overdue amount at the lower of (a) fifteen percent (15%) per annum or (b) the maximum rate allowed by law, and to deduct the unpaid invoice balance, plus any accrued interest, from any amounts owed to Customer by Provider until Provider is paid in full.

Notwithstanding anything to the contrary, the parties acknowledge that the Annual Price is based on Customer's estimated Average Daily Population ("ADP") count. Therefore, on each anniversary of the Second Amendment Effective Date during the term of service, Customer will provide its average ADP count to Provider. If the ADP levels have fluctuated by more than fifteen percent (15%), Provider will revise the cost either upward or downward upon sixty (60) days advance written notice to Customer to reflect the Annual Price per the then current ADP.

SOFTWARE LICENSE AGREEMENT:

Subject to the terms and conditions set forth herein, Provider grants Customer a limited, non-exclusive, non-transferable (without the right to sublicense) right to use the Licensed Products solely in accordance with the following terms and conditions.

The PREA Compliance Suite (the "Licensed Product") and any accompanying documentation (the "Documentation") are the sole and exclusive property of Tetrus or Provider as Tetrus' exclusive reseller and licensee, and ownership of the Licensed Products and the Documentation shall at all times remain with Tetrus or Provider. When you purchase the Licensed Product, you are actually purchasing a license to use the Licensed Product rather than purchasing the Licensed Product itself. Without limiting the generality of the foregoing, Customer shall have no rights to any patents, copyrights, trade secrets, trademarks or other intellectual property rights in or relating to the Licensed Products or the Documentation, other than as expressly set forth in this Agreement. All updates, if any, shall be deemed to be part of the Licensed Products and will be subject to this Agreement.

Customer will not, and will not permit others to: (i) reverse engineer, decompile, disassemble, derive the source code of, modify, or create derivative works from the Licensed Products; or (ii) use, copy, modify, alter, or transfer, electronically or otherwise, the Licensed Products or any of the Documentation except as expressly permitted in this Agreement; or (iii) redistribute, sell, rent, lease, sublicense, or otherwise transfer rights to or commercialize the Licensed Products whether in a stand-alone configuration or as incorporated with other software code written by any party, except as expressly approved in writing by Provider; or (iv) ship, transfer, or export the Licensed Products into any country, or use the Licensed Products in any manner prohibited by the export laws of the United States. We are not liable with regard to any Licensed Products that you use in a prohibited manner.

Provider welcomes suggestions for enhancing the Licensed Products and the accompanying Documentation that may result in computer programs, reports, presentations, documents, ideas or inventions relating to or useful to Provider's business. Customer acknowledges that the title, ownership rights, and intellectual property rights concerning any such suggestions shall become the exclusive property of Provider and may be used for its business purposes, in its sole discretion, without any payment (royalty, fee or any other type of remuneration) or accounting to Customer and Customer hereby irrevocably assigns all such rights to Provider.

Use of the Licensed Product is also governed by any End User License Agreement, which may be published by Tetrus from time to time. Further, all support and maintenance for the Licensed Product will be between you and Tetrus.

3. Except as expressly amended by this Second Amendment, all of the terms, conditions and provisions of the Agreement shall remain in full force and effect.

EXECUTED as of the Second Amendment Effective Date.

Sullivan County Department of Corrections

Securus Technologies, Inc.

By: _____
 Name: _____
 Title: _____
 Date: _____

By: _____
 Name: Robert Pickens
 Title: Chief Operating Officer
 Date: _____

Please return signed amendment to:

**14651 Dallas Parkway
 Sixth Floor
 Dallas, Texas 75254**

Attention: Contracts Administrator

Phone: (972) 277-0300



Sullivan County Department of Corrections

103 County Farm Rd. Unity, New Hampshire 03743-9403

Telephone: 603-542-8717 Fax: 603-542-3198

To: Supt. Cunningham
From: Corporal Blake
Date: 11-25-13
Re: Part-time Police Employment

Supt. Cunningham,

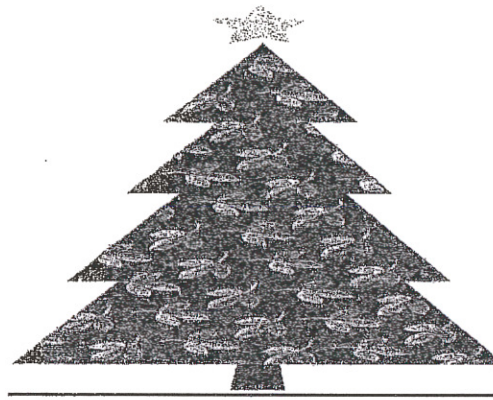
I would like to request that I be able to accompany certified Charlestown law enforcement officers on ride alongs as I am interested in pursuing part-time employment through that agency as a Patrolman. I have completed all paperwork necessary to accompany officers for ride alongs, and have also completed an application and resume.

If you have any questions for me please do not hesitate to ask.

Thank you for your consideration,

Cpl. Blake

A handwritten signature in black ink, appearing to be "C. Blake", written over the typed name "Cpl. Blake".



INMATE HOLIDAY EVENT

Thursday, December 19, 2013

A holiday event will be held for the children of the inmate population. Those children that may participate are ages 1 month to 18 years old. They must be an immediate relative (child, step-child or child living with an inmate). The inmate may have the children as well as ONE visitor attend the event. There will be a gift for each child attending. To ensure that gifts are bought and wrapped, requests have to be on by 12/12/13. The following times are as follows:

4:00 PM to 5:00 PM - JAIL (Unit 3) Male Inmates

5:30 PM to 6:30 PM - JAIL (Unit 1) Male inmates

6:45 PM to 7:45 PM - CCC/Male Inmates

8:00 PM to 9:00 PM - CCC/Unit 2 Female Inmates

If you have questions, refer them to Jane Coplan, Program Director on an Inmate Request Slip.

Sullivan County

Appendix D

A. Monthly Revenue - Detail

Fiscal Year: 2013-2014

☐ Subtotal by Collapse Mask☐ Include pre encumbrance☐ Print accounts with zero balance

From Date: 7/1/2013

To Date: 11/30/2013

☒ Filter Encumbrance Detail by Date Range

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.100.04000	SUBSIDIARY REVENUES	(\$13,885,603.00)	(\$1,024,875.00)	(\$1,024,875.00)	(\$12,860,728.00)	\$0.00	(\$12,860,728.00)	92.62%
10.100.04001	INTEREST INCOME & SAVINGS	(\$12,500.00)	(\$991.36)	(\$991.36)	(\$11,508.64)	\$0.00	(\$11,508.64)	92.07%
10.100.04015	MISCELLANEOUS INCOME	\$0.00	(\$7,207.40)	(\$7,207.40)	\$7,207.40	\$0.00	\$7,207.40	0.00%
10.100.08055	SALE OF TIMBER	(\$15,000.00)	\$0.00	\$0.00	(\$15,000.00)	\$0.00	(\$15,000.00)	100.00%
10.100.08058	LAND RENTAL	(\$1,225.00)	(\$302.10)	(\$302.10)	(\$922.90)	\$0.00	(\$922.90)	75.34%
10.100.09083	BEAGLE CLUB TAX REVENUE	(\$1,500.00)	\$0.00	\$0.00	(\$1,500.00)	\$0.00	(\$1,500.00)	100.00%
10.100.09090	PRIOR YEAR FUND BAL-USED TO RE	(\$1,090,500.00)	\$0.00	\$0.00	(\$1,090,500.00)	\$0.00	(\$1,090,500.00)	100.00%
10.410.09081	EXTRADITION REIMBURSEMENT	(\$8,000.00)	(\$1,660.22)	(\$1,660.22)	(\$6,339.78)	\$0.00	(\$6,339.78)	79.25%
10.411.04019	VICTIM/WITNESS PROGRAM	(\$34,000.00)	(\$19,634.00)	(\$19,634.00)	(\$14,366.00)	\$0.00	(\$14,366.00)	42.25%
10.411.04020	VICTIM/WITNESS EDUCATION GRANT	(\$1,500.00)	\$0.00	\$0.00	(\$1,500.00)	\$0.00	(\$1,500.00)	100.00%
10.440.09012	SHERIFFS WRIT FEES	(\$84,000.00)	(\$32,205.92)	(\$32,205.92)	(\$51,794.08)	\$0.00	(\$51,794.08)	61.66%
10.440.09085	SHERIFF: MISCELLANEOUS INCOME	(\$14,000.00)	(\$6,997.08)	(\$6,997.08)	(\$7,002.92)	\$0.00	(\$7,002.92)	50.02%
10.443.09084	SECURED JUVENILE TRANSPORTS	(\$6,000.00)	(\$926.64)	(\$926.64)	(\$5,073.36)	\$0.00	(\$5,073.36)	84.56%
10.460.04018	BAILIFF REFUND	(\$59,905.00)	(\$17,958.31)	(\$17,958.31)	(\$41,946.69)	\$0.00	(\$41,946.69)	70.02%
10.475.06100	WOODHULL/OPERA HOUSE RENTAL II	(\$210,984.00)	(\$87,910.00)	(\$87,910.00)	(\$123,074.00)	\$0.00	(\$123,074.00)	58.33%
10.490.04021	REIMBURSEMENT FROM UNH	\$0.00	(\$1,132.42)	(\$1,132.42)	\$1,132.42	\$0.00	\$1,132.42	0.00%
10.600.06040	HUMAN SERVICE STATE CREDITS	(\$25,000.00)	(\$8,429.72)	(\$8,429.72)	(\$16,570.28)	\$0.00	(\$16,570.28)	66.28%
10.600.06041	COUNTY JAIL INCOME	(\$32,500.00)	(\$11,562.74)	(\$11,562.74)	(\$20,937.26)	\$0.00	(\$20,937.26)	64.42%
10.600.06044	CONTRACT INMATE HOUSING	(\$40,000.00)	(\$9,200.00)	(\$9,200.00)	(\$30,800.00)	\$0.00	(\$30,800.00)	77.00%
10.700.07600	COUNTY JAIL INCOME-COMMISSION	(\$35,000.00)	(\$9,210.60)	(\$9,210.60)	(\$25,789.40)	\$0.00	(\$25,789.40)	73.68%
	FACILITIES REVENUE	\$0.00	(\$87.21)	(\$87.21)	\$87.21	\$0.00	\$87.21	0.00%
	Fund: GENERAL FUND - 10	(\$15,557,217.00)	(\$1,240,290.72)	(\$1,240,290.72)	(\$14,316,926.28)	\$0.00	(\$14,316,926.28)	92.03%

Sullivan County

A. Monthly Revenue - Detail

From Date: 7/1/2013

To Date: 11/30/2013

Fiscal Year: 2013-2014

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
22.010.03007	SURCHARGE FEES	\$0.00	(\$5,205.27)	(\$5,205.27)	\$5,205.27	\$0.00	\$5,205.27	0.00%
22.420.02011	REGISTER OF DEEDS: FEES	(\$340,000.00)	(\$114,405.49)	(\$114,405.49)	(\$225,594.51)	\$0.00	(\$225,594.51)	66.35%
	Fund: REGISTER OF DEEDS - 22	(\$340,000.00)	(\$119,610.76)	(\$119,610.76)	(\$220,389.24)	\$0.00	(\$220,389.24)	64.82%

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Sullivan County

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From Date: 7/1/2013

To Date: 11/30/2013

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
24.345.04300	ENFORCING UNDERAGE DRINKING	(\$10,000.00)	(\$3,878.64)	(\$3,878.64)	(\$6,121.36)	\$0.00	(\$6,121.36)	61.21%
24.527.05200	JAG	(\$12,052.00)	(\$2,623.74)	(\$2,623.74)	(\$9,428.26)	\$0.00	(\$9,428.26)	78.23%
24.606.06039	GED TRAILS PROGRAM \$3,500	(\$3,500.00)	\$0.00	\$0.00	(\$3,500.00)	\$0.00	(\$3,500.00)	100.00%
24.645.06500	OUTSIDE DETAIL	(\$95,455.00)	(\$38,179.22)	(\$38,179.22)	(\$57,275.78)	\$0.00	(\$57,275.78)	60.00%
24.646.06500	HIGHWAY SAFETY	(\$6,505.00)	(\$3,946.49)	(\$3,946.49)	(\$2,558.51)	\$0.00	(\$2,558.51)	39.33%
24.745.07500	DRUG TASK FORCE REIMBURSEMENT	(\$30,000.00)	(\$17,715.24)	(\$17,715.24)	(\$12,284.76)	\$0.00	(\$12,284.76)	40.95%
24.953.05900	REGIONAL NETWORK/CURN	(\$62,266.67)	(\$13,195.16)	(\$13,195.16)	(\$49,071.51)	\$0.00	(\$49,071.51)	78.81%
24.953.05901	REGIONAL NETWORK/CURN INDIRECT	(\$3,113.33)	(\$659.79)	(\$659.79)	(\$2,453.54)	\$0.00	(\$2,453.54)	78.81%
24.955.05774	PHNC - INDIRECT	(\$1,230.00)	(\$193.49)	(\$193.49)	(\$1,036.51)	\$0.00	(\$1,036.51)	84.27%
24.955.05775	PHNC -	(\$74,770.00)	(\$12,520.11)	(\$12,520.11)	(\$62,249.89)	\$0.00	(\$62,249.89)	83.26%
24.964.07000	SAMHSA DFC	(\$125,000.00)	(\$55,498.81)	(\$55,498.81)	(\$69,501.19)	\$0.00	(\$69,501.19)	55.60%
24.982.05766	RPHNS IMMUNIZATION REVENUE \$8,	(\$8,920.00)	(\$469.23)	(\$469.23)	(\$8,450.77)	\$0.00	(\$8,450.77)	94.74%
24.982.05767	RPHNS INDIRECT REVENUE \$875.00	(\$705.00)	(\$46.93)	(\$46.93)	(\$658.07)	\$0.00	(\$658.07)	93.34%
	Fund: GRANTS - 24	(\$433,517.00)	(\$148,926.85)	(\$148,926.85)	(\$284,590.15)	\$0.00	(\$284,590.15)	65.65%

Sullivan County

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☒ Filter Encumbrance Detail by Date Range

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
40.097.05021	INCOME STATE WELFARE	(\$5,900,605.00)	(\$2,101,473.05)	(\$2,101,473.05)	(\$3,799,131.95)	\$0.00	(\$3,799,131.95)	64.39%
40.097.05022	INCOME FROM PRIVATE	(\$1,741,050.00)	(\$423,825.35)	(\$423,825.35)	(\$1,317,224.65)	\$0.00	(\$1,317,224.65)	75.66%
40.097.05023	PRIVATE INSURANCE REVENUE	(\$35,000.00)	(\$30,693.21)	(\$30,693.21)	(\$4,306.79)	\$0.00	(\$4,306.79)	12.31%
40.097.05024	CAFETERIA INCOME	(\$17,500.00)	(\$10,514.98)	(\$10,514.98)	(\$6,985.02)	\$0.00	(\$6,985.02)	39.91%
40.097.05026	MISCELLANEOUS INCOME	(\$20,000.00)	(\$7,501.50)	(\$7,501.50)	(\$12,498.50)	\$0.00	(\$12,498.50)	62.49%
40.097.05031	RESPIRE CARE: PRIVATE	\$0.00	\$65.00	\$65.00	(\$65.00)	\$0.00	(\$65.00)	0.00%
40.097.05034	MEALS REIMBURSEMENT	(\$340,051.00)	(\$141,687.95)	(\$141,687.95)	(\$198,363.05)	\$0.00	(\$198,363.05)	58.33%
40.097.05037	RESPIRE CARE: HCBC	(\$5,000.00)	(\$2,244.48)	(\$2,244.48)	(\$2,755.52)	\$0.00	(\$2,755.52)	55.11%
40.097.05038	PROPORTIONMENT SHARE FUND	(\$1,762,875.00)	\$0.00	\$0.00	(\$1,762,875.00)	\$0.00	(\$1,762,875.00)	100.00%
40.097.05039	MEDICAID ASSESSMENT	(\$1,296,480.00)	(\$557,802.68)	(\$557,802.68)	(\$738,677.32)	\$0.00	(\$738,677.32)	56.98%
40.097.05040	MEDICARE PART B PT REVENUE	(\$413,952.00)	(\$151,659.64)	(\$151,659.64)	(\$262,292.36)	\$0.00	(\$262,292.36)	63.36%
40.097.05050	MEDICARE PART A: ROOM RATE RE	(\$1,560,375.00)	(\$275,816.45)	(\$275,816.45)	(\$1,284,558.55)	\$0.00	(\$1,284,558.55)	82.32%
40.097.05060	RESIDENT STORE FUND 40 REV	(\$6,500.00)	(\$976.35)	(\$976.35)	(\$5,523.65)	\$0.00	(\$5,523.65)	84.98%
40.097.06060	CONTRA REVENUE: SCHC	\$200,000.00	\$0.00	\$0.00	\$200,000.00	\$0.00	\$200,000.00	100.00%
	Fund: HEALTH CARE - 40	(\$12,899,388.00)	(\$3,704,130.64)	(\$3,704,130.64)	(\$9,195,257.36)	\$0.00	(\$9,195,257.36)	71.28%

Sullivan County

A. Monthly Revenue - Detail

Fiscal Year: 2013-2014

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

From Date: 7/1/2013

To Date: 11/30/2013

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
41.097.05064	NH BOOK FUND - REVENUE	\$0.00	(\$576.38)	(\$576.38)	\$576.38	\$0.00	\$576.38	0.00%
41.097.05067	NH ALIX UNGREN FUND - REVENUE	\$0.00	(\$17.05)	(\$17.05)	\$17.05	\$0.00	\$17.05	0.00%
41.097.05068	NH ELSIE HARDISON FUND - REVEN	\$0.00	(\$11.27)	(\$11.27)	\$11.27	\$0.00	\$11.27	0.00%
	Fund: TRUST FUNDS - 41	\$0.00	(\$604.70)	(\$604.70)	\$604.70	\$0.00	\$604.70	0.00%

DRAFT

Sullivan County

A. Monthly Revenue - Detail

Fiscal Year: 2013-2014

From Date: 7/1/2013

To Date: 11/30/2013

Account Number

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

Description

GL Budget

Range To Date

YTD

Balance

Encumbrance

Budget Balance % Bud

42.700.06047

BIOMASS BOND/LOAN PROCEEDS

(\$1,500,000.00)

(\$2,800,000.00)

(\$2,800,000.00)

\$1,300,000.00

\$0.00

\$1,300,000.00

-86.67%

Fund: CAPITAL IMPROVEMENTS - 42

(\$1,500,000.00)

(\$2,800,000.00)

(\$2,800,000.00)

\$1,300,000.00

\$0.00

\$1,300,000.00

-86.67%

DRAFT

Sullivan County

A. Monthly Revenue - Detail

Fiscal Year: 2013-2014

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

From Date: 7/1/2013

To Date: 11/30/2013

Account Number

Description

GL Budget

Range To Date

YTD

Balance

Encumbrance

Budget Balance % Bud

Grand Total:

(\$30,730,122.00)

(\$8,013,563.67)

(\$8,013,563.67)

(\$22,716,558.33)

\$0.00

(\$22,716,558.33)

73.92%

End of Report

Sullivan County

A. Monthly Expense Delegates Report

From Date: 7/1/2013

To Date: 11/30/2013

Fiscal Year: 2013-2014

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.400.10000	ELECTED OFFICIAL SALARY	\$29,655.00	\$12,422.19	\$12,422.19	\$17,232.81	\$16,939.35	\$293.46	0.99%
10.400.10001	OFFICE SALARIES	\$122,081.00	\$50,394.92	\$50,394.92	\$71,686.08	\$66,078.00	\$5,608.08	4.59%
10.400.10007	E.T. BUY BACK	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
10.400.10008	OVERTIME	\$2,500.00	\$1,946.03	\$1,946.03	\$553.97	\$0.00	\$553.97	22.16%
10.400.11010	FICA	\$11,990.00	\$4,801.69	\$4,801.69	\$7,188.31	\$0.00	\$7,188.31	59.95%
10.400.11011	GROUP LIFE INSURANCE	\$130.00	\$36.08	\$36.08	\$93.92	\$0.00	\$93.92	72.25%
10.400.11012	GROUP HEALTH INSURANCE	\$28,182.00	\$11,742.00	\$11,742.00	\$16,440.00	\$0.00	\$16,440.00	58.34%
10.400.11013	RETIREMENT	\$11,259.00	\$4,753.50	\$4,753.50	\$6,505.50	\$0.00	\$6,505.50	57.78%
10.400.11014	WORKERS COMPENSATION	\$367.00	\$0.00	\$0.00	\$367.00	\$0.00	\$367.00	100.00%
10.400.11015	UNEMPLOYMENT COMP INSURANCE	\$184.00	\$0.00	\$0.00	\$184.00	\$0.00	\$184.00	100.00%
10.400.11016	DENTAL INSURANCE	\$1,287.00	\$315.96	\$315.96	\$971.04	\$0.00	\$971.04	75.45%
10.400.11017	EDUCATION & TRAINING	\$1,000.00	\$169.00	\$169.00	\$831.00	\$0.00	\$831.00	83.10%
10.400.11018	EXPENSE ACCOUNT	\$5,600.00	\$2,010.66	\$2,010.66	\$3,589.34	\$0.00	\$3,589.34	64.10%
10.400.12029	CONTRACT SERVICES	\$26,200.00	\$11,366.13	\$11,366.13	\$14,833.87	\$0.00	\$14,833.87	56.62%
10.400.12030	EQUIPMENT RENTAL	\$3,954.00	\$1,038.67	\$1,038.67	\$2,915.33	\$0.00	\$2,915.33	73.73%
10.400.12031	ADVERTISING & PUBLIC RELATIONS	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%
10.400.13036	OFFICE SUPPLIES	\$4,500.00	\$739.94	\$739.94	\$3,760.06	\$0.00	\$3,760.06	83.56%
10.400.13037	DUES, LICENSES & SUBSCRIPTIONS	\$9,857.00	\$1,050.00	\$1,050.00	\$8,807.00	\$0.00	\$8,807.00	89.35%
10.400.13038	POSTAGE	\$3,000.00	(\$900.25)	(\$900.25)	\$3,900.25	\$0.00	\$3,900.25	130.01%
10.400.16068	TELEPHONE/INTERNET	\$1,000.00	\$1,164.11	\$1,164.11	\$2,835.89	\$0.00	\$2,835.89	70.90%
10.400.19082	GENERAL MAINTENANCE & REPAIRS	\$500.00	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	0.00%
10.400.21097	EQUIPMENT	\$1,500.00	\$365.00	\$365.00	\$1,135.00	\$0.00	\$1,135.00	75.67%
	Dept: COMMISSIONERS OFFICE - 400	\$271,746.00	\$103,915.63	\$103,915.63	\$167,830.37	\$83,017.35	\$84,813.02	31.21%
10.401.10000	ELECTED OFFICIAL SALARY	\$4,965.00	\$2,079.44	\$2,079.44	\$2,885.56	\$2,835.60	\$49.96	1.01%
10.401.11010	FICA	\$380.00	\$159.06	\$159.06	\$220.94	\$0.00	\$220.94	58.14%
10.401.11011	GROUP LIFE INSURANCE	\$22.00	\$9.02	\$9.02	\$12.98	\$0.00	\$12.98	59.00%
10.401.11014	WORKERS COMPENSATION	\$12.00	\$0.00	\$0.00	\$12.00	\$0.00	\$12.00	100.00%
10.401.11018	EXPENSE ACCOUNT	\$310.00	\$0.00	\$0.00	\$310.00	\$0.00	\$310.00	100.00%
10.401.12029	CONTRACT SERVICES	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
	Dept: TREASURER - 401	\$5,789.00	\$2,247.52	\$2,247.52	\$3,541.48	\$2,835.60	\$705.88	12.19%
10.402.12021	AUDIT	\$36,000.00	\$24,500.00	\$24,500.00	\$10,500.00	\$0.00	\$10,500.00	30.00%
10.402.12023	ACCOUNTANT	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
	Dept: AUDITOR - 402	\$37,000.00	\$24,500.00	\$24,500.00	\$12,500.00	\$0.00	\$12,500.00	33.78%
10.403.10001	SALARY	\$112,388.00	\$20,797.92	\$20,797.92	\$91,590.08	\$0.00	\$91,590.08	81.49%
10.403.10007	E.T. BUY BACK	\$2,162.00	\$0.00	\$0.00	\$2,162.00	\$0.00	\$2,162.00	100.00%
10.403.11010	FICA	\$8,764.00	\$1,428.51	\$1,428.51	\$7,335.49	\$0.00	\$7,335.49	83.70%
10.403.11011	GROUP LIFE INSURANCE	\$22.00	\$4.10	\$4.10	\$17.90	\$0.00	\$17.90	81.36%
10.403.11012	GROUP HEALTH INSURANCE	\$18,312.00	\$3,051.96	\$3,051.96	\$15,260.04	\$0.00	\$15,260.04	83.33%
10.403.11013	RETIREMENT	\$12,337.00	\$2,239.94	\$2,239.94	\$10,097.06	\$0.00	\$10,097.06	81.84%
10.403.11014	WORKERS COMPENSATION	\$267.00	\$0.00	\$0.00	\$267.00	\$0.00	\$267.00	100.00%
10.403.11015	UNEMPLOYMENT COMP INSURANCE	\$46.00	\$0.00	\$0.00	\$46.00	\$0.00	\$46.00	100.00%
10.403.11016	DENTAL INSURANCE	\$801.00	\$131.16	\$131.16	\$669.84	\$0.00	\$669.84	83.63%
10.403.11017	EDUCATION & TRAINING	\$2,750.00	\$0.00	\$0.00	\$2,750.00	\$0.00	\$2,750.00	100.00%
10.403.11018	EXPENSE ACCOUNT	\$1,200.00	\$420.00	\$420.00	\$780.00	\$0.00	\$780.00	65.00%
10.403.11019	TRAVEL	\$2,250.00	\$313.28	\$313.28	\$1,936.72	\$0.00	\$1,936.72	86.08%
10.403.13036	OFFICE SUPPLIES	\$500.00	\$24.99	\$24.99	\$475.01	\$0.00	\$475.01	95.00%
10.403.13037	DUES, LICENSES & SUBSCRIPTIONS	\$970.00	\$0.00	\$0.00	\$970.00	\$0.00	\$970.00	100.00%
10.403.16068	TELEPHONE/INTERNET	\$850.00	\$230.54	\$230.54	\$619.46	\$0.00	\$619.46	72.88%
	Dept: COUNTY MANAGER - 403	\$163,619.00	\$28,642.40	\$28,642.40	\$134,976.60	\$0.00	\$134,976.60	82.49%

Sullivan County

A. Monthly Expense Delegates Report

From Date: 7/1/2013

To Date: 11/30/2013

Fiscal Year: 2013-2014

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.406.10001	EMPLOYEE SALARY	\$50,000.00	\$20,228.45	\$20,228.45	\$29,771.55	\$28,846.23	\$925.32	1.85%
10.406.10007	E.T. BUY BACK	\$962.00	\$0.00	\$0.00	\$962.00	\$0.00	\$962.00	100.00%
10.406.11010	FICA	\$3,825.00	\$1,372.33	\$1,372.33	\$2,452.67	\$0.00	\$2,452.67	64.12%
10.406.11011	GROUP LIFE INSURANCE	\$22.00	\$0.00	\$0.00	\$22.00	\$0.00	\$22.00	100.00%
10.406.11012	GROUP HEALTH INSURANCE	\$23,684.00	\$8,881.29	\$8,881.29	\$14,802.71	\$0.00	\$14,802.71	62.50%
10.406.11013	RETIREMENT	\$5,385.00	\$2,071.20	\$2,071.20	\$3,313.80	\$0.00	\$3,313.80	61.54%
10.406.11014	WORKERS COMPENSATION	\$105.00	\$0.00	\$0.00	\$105.00	\$0.00	\$105.00	100.00%
10.406.11015	UNEMPLOYMENT COMP INSURANCE	\$46.00	\$0.00	\$0.00	\$46.00	\$0.00	\$46.00	100.00%
10.406.11016	DENTAL INSURANCE	\$1,306.00	\$267.25	\$267.25	\$1,038.75	\$0.00	\$1,038.75	79.54%
10.406.11017	EDUCATION & TRAINING	\$0.00	\$4.45	\$4.45	(\$4.45)	\$0.00	(\$4.45)	0.00%
10.406.11019	TRAVEL	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%
10.406.13032	GENERAL SUPPLIES	\$5,000.00	\$899.85	\$899.85	\$4,100.15	\$0.00	\$4,100.15	82.00%
10.406.13036	OFFICE SUPPLIES	\$500.00	\$422.45	\$422.45	\$77.55	\$0.00	\$77.55	15.51%
10.406.13038	POSTAGE	\$500.00	\$134.78	\$134.78	\$365.22	\$0.00	\$365.22	73.04%
10.406.16068	TELEPHONE/INTERNET	\$550.00	\$257.11	\$257.11	\$292.89	\$0.00	\$292.89	53.25%
	Dept: NATURAL RESOURCES - 406	\$93,385.00	\$34,539.16	\$34,539.16	\$58,845.84	\$28,846.23	\$29,999.61	32.12%
10.407.21095	EMERGENCY RESERVE FUND	\$15,000.00	\$300,500.94	\$300,500.94	(\$285,500.94)	\$0.00	(\$285,500.94)	-1903.34%
	Dept: EMERGENCY RESERVE FUND - 407	\$15,000.00	\$300,500.94	\$300,500.94	(\$285,500.94)	\$0.00	(\$285,500.94)	-1903.34%
10.410.10000	ELECTED OFFICIAL SALARY	\$77,802.00	\$33,453.83	\$33,453.83	\$44,348.17	\$44,255.17	\$93.00	0.12%
10.410.10001	ASSISTANT COUNTY ATTORNEY	\$151,432.00	\$63,052.33	\$63,052.33	\$88,379.67	\$85,980.63	\$2,399.04	1.58%
10.410.10002	EMPLOYEE SALARY	\$84,063.00	\$36,533.15	\$36,533.15	\$47,529.85	\$48,486.00	(\$956.15)	-1.14%
10.410.10007	E.T. BUY BACK	\$4,200.00	\$0.00	\$0.00	\$4,200.00	\$0.00	\$4,200.00	100.00%
10.410.10008	OVERTIME	\$5,000.00	\$3,322.17	\$3,322.17	\$1,677.83	\$0.00	\$1,677.83	33.56%
10.410.11010	FICA	\$24,671.00	\$9,923.25	\$9,923.25	\$14,747.75	\$0.00	\$14,747.75	59.78%
10.410.11011	GROUP LIFE INSURANCE	\$135.00	\$49.61	\$49.61	\$85.39	\$0.00	\$85.39	63.25%
10.410.11012	GROUP HEALTH INSURANCE	\$72,043.00	\$23,666.16	\$23,666.16	\$48,376.84	\$0.00	\$48,376.84	67.15%
10.410.11013	RETIREMENT	\$34,733.00	\$14,470.67	\$14,470.67	\$20,262.33	\$0.00	\$20,262.33	58.34%
10.410.11014	WORKERS COMPENSATION	\$1,916.00	\$0.00	\$0.00	\$1,916.00	\$0.00	\$1,916.00	100.00%
10.410.11015	UNEMPLOYMENT COMP INSURANCE	\$303.00	\$0.00	\$0.00	\$303.00	\$0.00	\$303.00	100.00%
10.410.11016	DENTAL INSURANCE	\$4,628.00	\$1,012.21	\$1,012.21	\$3,615.79	\$0.00	\$3,615.79	78.13%
10.410.11017	EDUCATION AND TRAINING	\$4,000.00	\$589.00	\$589.00	\$3,411.00	\$0.00	\$3,411.00	85.28%
10.410.11019	TRAVEL EXPENSE	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
10.410.12029	CONTRACT SERVICES	\$35,580.00	\$8,876.56	\$8,876.56	\$26,703.44	\$0.00	\$26,703.44	75.05%
10.410.13036	OFFICE SUPPLIES	\$6,900.00	\$1,384.03	\$1,384.03	\$5,515.97	\$0.00	\$5,515.97	79.94%
10.410.13037	DUES, LICENSES & SUBSCRIPTIONS	\$12,360.00	\$3,050.02	\$3,050.02	\$9,309.98	\$0.00	\$9,309.98	75.32%
10.410.13038	POSTAGE	\$1,500.00	\$445.00	\$445.00	\$1,055.00	\$0.00	\$1,055.00	70.33%
10.410.14045	EVIDENCE STORAGE	\$1,600.00	\$378.00	\$378.00	\$1,222.00	\$0.00	\$1,222.00	76.38%
10.410.14046	EXTRADITION COSTS	\$15,000.00	\$61.73	\$61.73	\$14,938.27	\$0.00	\$14,938.27	99.59%
10.410.14047	EXPERT WITNESS	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
10.410.14048	INVESTIGATION	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
10.410.14049	DEPOSITION AND TRANSCRIPTS	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.410.16068	TELEPHONE/INTERNET	\$8,500.00	\$2,419.60	\$2,419.60	\$6,080.40	\$0.00	\$6,080.40	71.53%
10.410.19082	GENERAL MAINTENANCE & REPAIRS	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
	Dept: COUNTY ATTORNEY - 410	\$558,866.00	\$202,687.32	\$202,687.32	\$356,178.68	\$178,721.80	\$177,456.88	31.75%
10.411.10001	EMPLOYEE SALARY	\$54,419.00	\$22,082.85	\$22,082.85	\$32,336.15	\$32,336.12	\$0.03	0.00%
10.411.10007	E.T. BUY BACK	\$1,047.00	\$0.00	\$0.00	\$1,047.00	\$0.00	\$1,047.00	100.00%
10.411.11010	FICA	\$4,244.00	\$1,633.30	\$1,633.30	\$2,610.70	\$226.66	\$2,384.04	56.17%
10.411.11011	GROUP LIFE INSURANCE	\$22.00	\$9.02	\$9.02	\$12.98	\$0.82	\$12.16	55.27%

Sullivan County

A. Monthly Expense Delegates Report

Fiscal Year: 2013-2014

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☒ Filter Encumbrance Detail by Date Range

From Date: 7/1/2013

To Date: 11/30/2013

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.411.11012	GROUP HEALTH INSURANCE	\$9,870.00	\$4,112.10	\$4,112.10	\$5,757.90	\$411.21	\$5,346.69	54.17%
10.411.11013	RETIREMENT	\$5,974.00	\$2,378.32	\$2,378.32	\$3,595.68	\$326.71	\$3,268.97	54.72%
10.411.11014	WORKERS COMPENSATION	\$116.00	\$0.00	\$0.00	\$116.00	\$0.00	\$116.00	100.00%
10.411.11015	UNEMPLOYMENT COMP INSURANCE	\$46.00	\$0.00	\$0.00	\$46.00	\$0.00	\$46.00	100.00%
10.411.11016	DENTAL INSURANCE	\$486.00	\$119.22	\$119.22	\$366.78	\$19.87	\$346.91	71.38%
10.411.11017	EDUCATION AND TRAINING	\$1,650.00	\$0.00	\$0.00	\$1,650.00	\$0.00	\$1,650.00	100.00%
10.411.11019	TRAVEL EXPENSE	\$400.00	\$75.25	\$75.25	\$324.75	\$0.00	\$324.75	81.19%
10.411.12029	CONTRACT SERVICES	\$500.00	\$127.12	\$127.12	\$372.88	\$0.00	\$372.88	74.58%
10.411.13036	OFFICE SUPPLIES	\$1,100.00	\$367.58	\$367.58	\$732.42	\$0.00	\$732.42	66.58%
10.411.13037	DUES, LICENSES & SUBSCRIPTIONS	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
10.411.13038	POSTAGE	\$500.00	\$82.69	\$82.69	\$417.31	\$0.00	\$417.31	83.46%
10.411.16068	TELEPHONE/INTERNET	\$900.00	\$271.60	\$271.60	\$628.40	\$0.00	\$628.40	69.82%
	Dept: VICTIM/WITNESS PROGRAM - 411	\$81,474.00	\$31,259.05	\$31,259.05	\$50,214.95	\$33,321.39	\$16,893.56	20.73%
10.440.10000	ELECTED OFFICIAL SALARY	\$66,368.00	\$27,684.03	\$27,684.03	\$38,683.97	\$37,750.97	\$933.00	1.41%
10.440.10001	SALARIES-DEPUTIES	\$280,429.00	\$112,949.81	\$112,949.81	\$167,479.19	\$250,296.00	(\$82,816.81)	-29.53%
10.440.10002	SALARIES-OFFICE STAFF	\$50,233.00	\$20,568.03	\$20,568.03	\$29,664.97	\$68,172.00	(\$38,507.03)	-76.66%
10.440.10006	ON CALL	\$5,460.00	\$2,310.00	\$2,310.00	\$3,150.00	\$0.00	\$3,150.00	57.69%
10.440.10007	E.T. BUY BACK	\$5,130.00	\$0.00	\$0.00	\$5,130.00	\$0.00	\$5,130.00	100.00%
10.440.10008	OVERTIME	\$6,312.00	\$3,542.57	\$3,542.57	\$4,769.43	\$0.00	\$4,769.43	57.38%
10.440.11010	FICA	\$12,345.00	\$4,654.60	\$4,654.60	\$7,690.40	\$0.00	\$7,690.40	62.30%
10.440.11011	GROUP LIFE INSURANCE	\$132.00	\$53.20	\$53.20	\$78.80	\$0.00	\$78.80	59.70%
10.440.11012	GROUP HEALTH INSURANCE	\$65,880.00	\$26,788.45	\$26,788.45	\$38,891.55	\$0.00	\$38,891.55	59.21%
10.440.11013	RETIREMENT	\$68,438.00	\$27,150.37	\$27,150.37	\$41,285.63	\$0.00	\$41,285.63	60.33%
10.440.11014	WORKERS COMPENSATION	\$13,855.00	\$0.00	\$0.00	\$13,855.00	\$0.00	\$13,855.00	100.00%
10.440.11015	UNEMPLOYMENT COMP INSURANCE	\$809.00	\$0.00	\$0.00	\$809.00	\$0.00	\$809.00	100.00%
10.440.11016	DENTAL INSURANCE	\$4,214.00	\$1,013.39	\$1,013.39	\$3,200.61	\$0.00	\$3,200.61	75.95%
10.440.11017	EDUCATION AND TRAINING	\$2,000.00	\$953.03	\$953.03	\$1,046.97	\$0.00	\$1,046.97	52.35%
10.440.11018	EXPENSE ACCOUNT	\$1,000.00	\$122.06	\$122.06	\$877.94	\$0.00	\$877.94	87.79%
10.440.12029	CONTRACT SERVICES	\$8,342.00	\$2,685.74	\$2,685.74	\$5,656.26	\$0.00	\$5,656.26	67.80%
10.440.13031	UNIFORMS	\$1,000.00	\$769.25	\$769.25	\$230.75	\$0.00	\$230.75	23.08%
10.440.13032	GENERAL SUPPLIES	\$1,000.00	\$64.37	\$64.37	\$935.63	\$0.00	\$935.63	93.56%
10.440.13036	OFFICE SUPPLIES	\$1,500.00	(\$333.25)	(\$333.25)	\$1,833.25	\$523.25	\$1,310.00	87.33%
10.440.13037	DUES, LICENSES AND SUBSCRIPTIONS	\$900.00	\$50.00	\$50.00	\$850.00	\$0.00	\$850.00	94.44%
10.440.13038	POSTAGE	\$1,500.00	\$453.26	\$453.26	\$1,046.74	\$0.00	\$1,046.74	69.78%
10.440.13039	SECURITY SUPPLIES	\$500.00	\$62.46	\$62.46	\$437.54	\$0.00	\$437.54	87.51%
10.440.16067	COMMUNICATION LINE	\$4,500.00	\$1,125.00	\$1,125.00	\$3,375.00	\$0.00	\$3,375.00	75.00%
10.440.16068	TELEPHONE/INTERNET	\$5,700.00	\$4,075.04	\$4,075.04	\$1,624.96	\$0.00	\$1,624.96	28.51%
10.440.16069	GASOLINE	\$22,385.00	\$8,469.76	\$8,469.76	\$13,915.24	\$0.00	\$13,915.24	62.16%
10.440.19082	GENERAL MAINTENANCE & REPAIRS	\$1,800.00	\$530.32	\$530.32	\$1,269.68	\$0.00	\$1,269.68	70.54%
10.440.19083	RADIO MAINTENANCE & REPAIRS	\$4,000.00	\$0.00	\$0.00	\$4,000.00	\$0.00	\$4,000.00	100.00%
10.440.19084	VEHICLE REPAIR	\$5,500.00	\$5,224.59	\$5,224.59	\$275.41	\$0.00	\$275.41	5.01%
10.440.20090	INTEREST PAYMENT	\$1,058.00	\$1,075.07	\$1,075.07	(\$17.07)	\$0.00	(\$17.07)	-1.61%
10.440.20091	PRINCIPAL PAYMENT	\$35,728.00	\$35,728.00	\$35,728.00	\$0.00	\$0.00	\$0.00	0.00%
10.440.21097	EQUIPMENT	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.440.22093	INSURANCE	\$2,965.00	\$2,965.00	\$2,965.00	\$0.00	\$0.00	\$0.00	0.00%
	Dept: SHERIFF'S OFFICE - 440	\$683,781.00	\$290,734.15	\$290,734.15	\$393,046.85	\$356,742.22	\$36,304.63	5.31%
10.443.10001	ATTENDANCE AT COURT	\$50,923.00	\$20,008.24	\$20,008.24	\$30,914.76	\$0.00	\$30,914.76	60.71%
10.443.11010	FICA	\$3,895.00	\$1,530.57	\$1,530.57	\$2,364.43	\$0.00	\$2,364.43	60.70%
10.443.11014	WORKERS COMPENSATION	\$1,645.00	\$0.00	\$0.00	\$1,645.00	\$0.00	\$1,645.00	100.00%
10.443.11015	UNEMPLOYMENT COMP INSURANCE	\$462.00	\$0.00	\$0.00	\$462.00	\$0.00	\$462.00	100.00%

Sullivan County

A. Monthly Expense Delegates Report

From Date: 7/1/2013

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Fiscal Year: 2013-2014

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.443.22093	INSURANCE	\$2,980.00	\$2,980.00	\$2,980.00	\$0.00	\$0.00	\$0.00	0.00%
	Dept: DEPUTY SHERIFFS BAILIFFS - 443	\$59,905.00	\$24,518.81	\$24,518.81	\$35,386.19	\$0.00	\$35,386.19	59.07%
10.450.11019	TRAVEL EXPENSE	\$2,000.00	\$554.27	\$554.27	\$1,445.73	\$0.00	\$1,445.73	72.29%
10.450.12027	VIEWS	\$7,000.00	\$2,590.00	\$2,590.00	\$4,410.00	\$0.00	\$4,410.00	63.00%
	Dept: MEDICAL REFEREE - 450	\$9,000.00	\$3,144.27	\$3,144.27	\$5,855.73	\$0.00	\$5,855.73	65.06%
10.460.10001	EMPLOYEE SALARY	\$34,961.00	\$16,674.42	\$16,674.42	\$18,286.58	\$18,000.00	\$286.58	0.82%
10.460.10007	E.T. BUY BACK	\$661.00	\$0.00	\$0.00	\$661.00	\$0.00	\$661.00	100.00%
10.460.10008	OVERTIME/VAC. COVERAGE	\$150.00	\$91.54	\$91.54	\$58.46	\$0.00	\$58.46	38.97%
10.460.11010	FICA	\$2,783.00	\$1,223.74	\$1,223.74	\$1,559.26	\$0.00	\$1,559.26	56.03%
10.460.11011	GROUP LIFE INSURANCE	\$22.00	\$9.02	\$9.02	\$12.98	\$0.00	\$12.98	59.00%
10.460.11012	GROUP HEALTH INSURANCE	\$9,870.00	\$5,638.08	\$5,638.08	\$4,231.92	\$0.00	\$4,231.92	42.88%
10.460.11013	RETIREMENT	\$3,853.00	\$1,805.71	\$1,805.71	\$2,047.29	\$0.00	\$2,047.29	53.13%
10.460.11014	WORKERS COMPENSATION	\$1,436.00	\$0.00	\$0.00	\$1,436.00	\$0.00	\$1,436.00	100.00%
10.460.11015	UNEMPLOYMENT COMP INSURANCE	\$46.00	\$0.00	\$0.00	\$46.00	\$0.00	\$46.00	100.00%
10.460.11016	DENTAL INSURANCE	\$486.00	\$184.80	\$184.80	\$301.20	\$0.00	\$301.20	61.98%
10.460.12022	TOWN SHARE OF COURT HOUSE REN	\$38,442.00	\$0.00	\$0.00	\$38,442.00	\$0.00	\$38,442.00	100.00%
10.460.12029	CONTRACT SERVICES	\$9,956.00	\$3,043.62	\$3,043.62	\$6,912.38	\$0.00	\$6,912.38	69.43%
10.460.13032	GENERAL SUPPLIES	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.460.13033	CLEANING SUPPLIES	\$1,000.00	\$793.81	\$793.81	\$206.19	\$0.00	\$206.19	20.62%
10.460.16061	ELECTRICITY	\$3,500.00	\$283.82	\$283.82	\$3,216.18	\$0.00	\$3,216.18	91.89%
10.460.16062	PROPANE	\$4,000.00	\$388.52	\$388.52	\$3,611.48	\$0.00	\$3,611.48	90.29%
10.460.16063	WATER	\$836.00	\$128.34	\$128.34	\$706.66	\$0.00	\$706.66	84.63%
10.460.16064	SEWER	\$1,400.00	\$167.58	\$167.58	\$1,232.42	\$0.00	\$1,232.42	88.03%
10.460.19082	GENERAL MAINTENANCE & REPAIRS	\$7,820.00	\$1,116.75	\$1,116.75	\$6,703.25	\$0.00	\$6,703.25	85.72%
10.460.21097	EQUIPMENT	\$4,750.00	\$0.00	\$0.00	\$4,750.00	\$0.00	\$4,750.00	100.00%
	Dept: COURT HOUSE - 460	\$126,971.00	\$31,549.75	\$31,549.75	\$95,421.25	\$18,000.00	\$77,421.25	60.98%
10.475.12029	CONTRACT SERVICES	\$224,004.00	\$112,201.75	\$112,201.75	\$111,802.25	\$0.00	\$111,802.25	49.91%
10.475.12030	RENTAL SERVICES	\$0.00	\$778.39	\$778.39	(\$778.39)	\$0.00	(\$778.39)	0.00%
10.475.16061	ELECTRICITY	\$0.00	\$666.21	\$666.21	(\$666.21)	\$0.00	(\$666.21)	0.00%
10.475.16062	PROPANE	\$0.00	\$825.32	\$825.32	(\$825.32)	\$0.00	(\$825.32)	0.00%
10.475.16063	WATER	\$0.00	\$42.78	\$42.78	(\$42.78)	\$0.00	(\$42.78)	0.00%
10.475.16064	SEWER	\$0.00	\$55.86	\$55.86	(\$55.86)	\$0.00	(\$55.86)	0.00%
10.475.16068	TELEPHONE/INTERNET	\$0.00	\$1,008.89	\$1,008.89	(\$1,008.89)	\$0.00	(\$1,008.89)	0.00%
	Dept: COOPERATIVE EXTENSION SERVICE - 475	\$224,004.00	\$115,579.20	\$115,579.20	\$108,424.80	\$0.00	\$108,424.80	48.40%
10.481.21096	DOC BLDG ADDITION CAPITAL	\$30,000.00	\$0.00	\$0.00	\$30,000.00	\$0.00	\$30,000.00	100.00%
	Dept: DOC CAPITAL - 481	\$30,000.00	\$0.00	\$0.00	\$30,000.00	\$0.00	\$30,000.00	100.00%
10.482.21096	WOODHULL COMPLEX BLDG ADD CAF	\$60,000.00	\$0.00	\$0.00	\$60,000.00	\$0.00	\$60,000.00	100.00%
	Dept: WOODHULL COMPLEX CAPITAL - 482	\$60,000.00	\$0.00	\$0.00	\$60,000.00	\$0.00	\$60,000.00	100.00%
10.484.21096	UNITY COMPLEX BLDG ADD CAPITAL	\$260,000.00	\$24,567.50	\$24,567.50	\$235,432.50	\$0.00	\$235,432.50	90.55%
	Dept: UNITY COMPLEX CAPITAL - 484	\$260,000.00	\$24,567.50	\$24,567.50	\$235,432.50	\$0.00	\$235,432.50	90.55%
10.490.10001	EMPLOYEE SALARY	\$0.00	\$4,747.27	\$4,747.27	(\$4,747.27)	\$0.00	(\$4,747.27)	0.00%
10.490.11010	FICA	\$0.00	\$360.15	\$360.15	(\$360.15)	\$0.00	(\$360.15)	0.00%
10.490.11018	EXPENSE ACCOUNT	\$250.00	\$271.92	\$271.92	(\$21.92)	\$0.00	(\$21.92)	-8.77%
10.490.12029	CONTRACT SERVICES	\$1,400.00	\$0.00	\$0.00	\$1,400.00	\$0.00	\$1,400.00	100.00%
10.490.13036	OFFICE SUPPLIES	\$200.00	\$10.46	\$10.46	\$189.54	\$0.00	\$189.54	94.77%

Sullivan County

A. Monthly Expense Delegates Report

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Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.490.13037	DUES, LICENSES & SUBSCRIPTIONS	\$80.00	\$0.00	\$0.00	\$80.00	\$0.00	\$80.00	100.00%
10.490.13038	POSTAGE	\$40.00	\$0.46	\$0.46	\$39.54	\$0.00	\$39.54	98.85%
10.490.15052	HCBC-INC.	\$1,668,266.00	\$483,267.30	\$483,267.30	\$1,184,998.70	\$0.00	\$1,184,998.70	71.03%
10.490.15056	INTERMEDIATE NURSING CARE	\$3,331,399.00	\$1,012,718.70	\$1,012,718.70	\$2,318,680.30	\$0.00	\$2,318,680.30	69.60%
	Dept: HUMAN SERVICES - 490	\$5,001,635.00	\$1,501,376.26	\$1,501,376.26	\$3,500,258.74	\$0.00	\$3,500,258.74	69.98%
10.497.12029	CONTRACT SERVICES	\$9,956.00	\$3,043.65	\$3,043.65	\$6,912.35	\$0.00	\$6,912.35	69.43%
10.497.13032	GENERAL SUPPLIES	\$600.00	\$0.00	\$0.00	\$600.00	\$0.00	\$600.00	100.00%
10.497.13033	CLEANING SUPPLIES	\$1,000.00	\$793.80	\$793.80	\$206.20	\$0.00	\$206.20	20.62%
10.497.16061	ELECTRICITY	\$34,140.00	\$9,750.08	\$9,750.08	\$24,389.92	\$0.00	\$24,389.92	71.44%
10.497.16062	PROPANE	\$4,000.00	\$388.52	\$388.52	\$3,611.48	\$0.00	\$3,611.48	90.29%
10.497.16063	WATER	\$1,325.00	\$590.95	\$590.95	\$734.05	\$0.00	\$734.05	55.40%
10.497.16064	SEWER	\$1,200.00	\$512.05	\$512.05	\$687.95	\$0.00	\$687.95	57.33%
10.497.19082	GENERAL MAINTENANCE & REPAIRS	\$7,500.00	\$1,115.05	\$1,115.05	\$6,384.95	\$0.00	\$6,384.95	85.13%
10.497.21097	EQUIPMENT	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.497.22093	INSURANCE	\$24,080.00	\$24,080.00	\$24,080.00	\$0.00	\$0.00	\$0.00	0.00%
	Dept: WOODHULL COUNTY COMPLEX - 497	\$84,301.00	\$40,274.10	\$40,274.10	\$44,026.90	\$0.00	\$44,026.90	52.23%
10.520.10001	SALARIES	\$158,256.00	\$69,975.73	\$69,975.73	\$88,280.27	\$93,589.34	(\$5,309.07)	-3.35%
10.520.10007	ET BUY BACK	\$2,753.00	\$0.00	\$0.00	\$2,753.00	\$0.00	\$2,753.00	100.00%
10.520.10008	OVERTIME	\$500.00	\$430.14	\$430.14	\$69.86	\$0.00	\$69.86	13.97%
10.520.11010	FICA	\$12,358.00	\$4,908.73	\$4,908.73	\$7,449.27	\$104.90	\$7,344.37	59.43%
10.520.11011	GROUP LIFE INSURANCE	\$65.00	\$27.06	\$27.06	\$37.94	\$0.82	\$37.12	57.11%
10.520.11012	GROUP HEALTH INSURANCE	\$41,996.00	\$17,498.00	\$17,498.00	\$24,498.00	\$0.00	\$24,498.00	58.33%
10.520.11013	RETIREMENT	\$15,836.00	\$6,484.55	\$6,484.55	\$9,351.45	\$148.28	\$9,203.17	58.12%
10.520.11014	WORKERS COMPENSATION	\$342.00	\$0.00	\$0.00	\$342.00	\$0.00	\$342.00	100.00%
10.520.11015	UNEMPLOYMENT COMP INSURANCE	\$138.00	\$0.00	\$0.00	\$138.00	\$0.00	\$138.00	100.00%
10.520.11016	DENTAL INSURANCE	\$2,908.00	\$714.18	\$714.18	\$2,193.82	\$32.79	\$2,161.03	74.31%
10.520.11017	EDUCATION & TRAINING	\$7,000.00	\$3,555.61	\$3,555.61	\$3,444.39	\$0.00	\$3,444.39	49.21%
10.520.11019	TRAVEL EXPENSE	\$1,500.00	\$645.86	\$645.86	\$854.14	\$0.00	\$854.14	56.94%
10.520.12020	LEGAL EXPENSES	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	100.00%
10.520.12026	EMPLOYEE APPRECIATION	\$8,000.00	\$5,052.00	\$5,052.00	\$2,948.00	\$0.00	\$2,948.00	36.85%
10.520.12029	CONTRACT SERVICES	\$39,295.00	\$17,503.73	\$17,503.73	\$21,791.27	\$0.00	\$21,791.27	55.46%
10.520.12031	ADVERTISING & PUBLIC RELATIONS	\$25,000.00	\$8,776.12	\$8,776.12	\$16,223.88	\$0.00	\$16,223.88	64.90%
10.520.13036	OFFICE SUPPLIES	\$4,250.00	\$1,282.32	\$1,282.32	\$2,967.68	\$0.00	\$2,967.68	69.83%
10.520.13037	DUES, LICENSES & SUBSCRIPTIONS	\$230.00	\$0.00	\$0.00	\$230.00	\$0.00	\$230.00	100.00%
10.520.19082	GENERAL MAINTENANCE	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%
10.520.21097	EQUIPMENT	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
	Dept: HUMAN RESOURCES - 520	\$331,677.00	\$136,854.03	\$136,854.03	\$194,822.97	\$93,876.13	\$100,946.84	30.44%
10.600.10001	EMPLOYEE SALARIES	\$2,015,561.00	\$791,336.27	\$791,336.27	\$1,224,224.73	\$1,096,446.08	\$127,778.65	6.34%
10.600.10007	E.T. BUY BACK	\$15,000.00	\$0.00	\$0.00	\$15,000.00	\$0.00	\$15,000.00	100.00%
10.600.10008	OVERTIME	\$30,000.00	\$25,404.55	\$25,404.55	\$4,595.45	\$0.00	\$4,595.45	15.32%
10.600.11010	FICA	\$61,355.00	\$23,706.48	\$23,706.48	\$37,648.52	\$0.00	\$37,648.52	61.36%
10.600.11011	GROUP LIFE INSURANCE	\$1,012.00	\$357.52	\$357.52	\$654.48	\$0.00	\$654.48	64.67%
10.600.11012	GROUP HEALTH INSURANCE	\$540,692.00	\$184,007.56	\$184,007.56	\$356,684.44	\$0.00	\$356,684.44	65.97%
10.600.11013	RETIREMENT	\$432,042.00	\$165,988.25	\$165,988.25	\$266,053.75	\$0.00	\$266,053.75	61.58%
10.600.11014	WORKERS COMPENSATION	\$64,855.00	\$0.00	\$0.00	\$64,855.00	\$0.00	\$64,855.00	100.00%
10.600.11015	UNEMPLOYMENT COMP INSURANCE	\$29,808.00	\$0.00	\$0.00	\$29,808.00	\$0.00	\$29,808.00	100.00%
10.600.11016	DENTAL INSURANCE	\$29,702.00	\$6,318.40	\$6,318.40	\$23,383.60	\$0.00	\$23,383.60	78.73%
10.600.11017	EDUCATION AND CONFERENCES	\$16,600.00	\$2,461.00	\$2,461.00	\$14,139.00	\$0.00	\$14,139.00	85.17%
10.600.11019	TRAVEL EXPENSE	\$8,800.00	\$2,998.14	\$2,998.14	\$5,801.86	\$0.00	\$5,801.86	65.93%

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Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.600.12029	CONTRACT SERVICES	\$65,078.00	\$11,361.31	\$11,361.31	\$53,716.69	\$0.00	\$53,716.69	82.54%
10.600.13031	UNIFORMS	\$19,000.00	\$7,300.42	\$7,300.42	\$11,699.58	\$0.00	\$11,699.58	61.58%
10.600.13032	GENERAL SUPPLIES	\$15,000.00	\$5,495.63	\$5,495.63	\$9,504.37	\$0.00	\$9,504.37	63.36%
10.600.13033	CLEANING SUPPLIES	\$13,000.00	\$2,391.55	\$2,391.55	\$10,608.45	\$0.00	\$10,608.45	81.60%
10.600.13036	OFFICE SUPPLIES	\$17,500.00	\$5,893.64	\$5,893.64	\$11,606.36	\$0.00	\$11,606.36	66.32%
10.600.13037	DUES, LICENSES AND SUBSCRIPTIO	\$4,103.00	\$763.50	\$763.50	\$3,339.50	\$0.00	\$3,339.50	81.39%
10.600.13038	POSTAGE	\$2,400.00	\$156.29	\$156.29	\$2,243.71	\$0.00	\$2,243.71	93.49%
10.600.13039	SECURITY SUPPLIES	\$13,149.00	\$3,232.24	\$3,232.24	\$9,916.76	\$671.60	\$9,245.16	70.31%
10.600.14041	CLOTHING: INMATE	\$17,000.00	\$8,841.61	\$8,841.61	\$8,158.39	\$0.00	\$8,158.39	47.99%
10.600.14042	FOOD	\$340,051.00	\$141,687.95	\$141,687.95	\$198,363.05	\$0.00	\$198,363.05	58.33%
10.600.14052	MEDICAL EXPENSES	\$180,500.00	\$63,087.20	\$63,087.20	\$117,412.80	\$0.00	\$117,412.80	65.05%
10.600.16065	FUEL OIL	\$42,770.00	\$63,511.18	\$63,511.18	(\$20,741.18)	\$0.00	(\$20,741.18)	-48.49%
10.600.16068	TELEPHONE/INTERNET	\$18,000.00	\$5,142.98	\$5,142.98	\$12,857.02	\$0.00	\$12,857.02	71.43%
10.600.16069	GASOLINE	\$9,000.00	\$2,192.97	\$2,192.97	\$6,807.03	\$0.00	\$6,807.03	75.63%
10.600.18080	CARE OF GROUNDS	\$4,000.00	\$1,816.88	\$1,816.88	\$2,183.12	\$0.00	\$2,183.12	54.58%
10.600.19082	GENERAL MAINTENANCE & REPAIRS	\$37,240.00	\$13,383.67	\$13,383.67	\$23,856.33	\$0.00	\$23,856.33	64.06%
10.600.19084	VEHICLE REPAIR	\$7,000.00	\$1,528.87	\$1,528.87	\$5,471.13	\$0.00	\$5,471.13	78.16%
10.600.20090	INTEREST PAYMENT	\$265.00	\$282.06	\$282.06	(\$17.06)	\$0.00	(\$17.06)	-6.44%
10.600.20091	PRINCIPAL PAYMENT	\$8,937.00	\$8,937.00	\$8,937.00	\$0.00	\$0.00	\$0.00	0.00%
10.600.21097	EQUIPMENT	\$12,910.00	\$11,168.44	\$11,168.44	\$1,741.56	\$0.00	\$1,741.56	13.49%
10.600.22093	INSURANCE	\$27,500.00	\$27,500.00	\$27,500.00	\$0.00	\$0.00	\$0.00	0.00%
10.600.22094	INMATE COMMISSION EXPENSE	\$35,000.00	\$4,111.05	\$4,111.05	\$30,888.95	\$0.00	\$30,888.95	88.25%
Dept: DEPARTMENT OF CORRECTION - 600		\$4,134,830.00	\$1,592,364.61	\$1,592,364.61	\$2,542,465.39	\$1,097,117.68	\$1,445,347.71	34.96%
10.700.16060	BIOMASS FUEL	\$140,000.00	\$1,541.22	\$1,541.22	\$138,458.78	\$0.00	\$138,458.78	98.90%
10.700.16061	ELECTRICITY	\$249,875.00	\$78,139.72	\$78,139.72	\$171,735.28	\$0.00	\$171,735.28	68.73%
10.700.16062	PROPANE	\$10,000.00	\$6,848.84	\$6,848.84	\$3,151.16	\$0.00	\$3,151.16	31.51%
10.700.19081	SEWER/WATER MAINT REPAIR	\$84,000.00	\$31,758.09	\$31,758.09	\$52,241.91	\$0.00	\$52,241.91	62.19%
10.700.19082	GENERAL MAINTENANCE & REPAIRS	\$22,500.00	\$14,450.34	\$14,450.34	\$8,049.66	\$0.00	\$8,049.66	35.78%
10.700.19085	BIO MASS FACILITY MAINT & REPA	\$29,000.00	\$590.86	\$590.86	\$28,409.14	\$0.00	\$28,409.14	97.96%
10.700.20090	INTEREST PAYMENT	\$104.00	\$0.00	\$0.00	\$104.00	\$0.00	\$104.00	100.00%
10.700.20091	PRINCIPAL PAYMENT	\$5,260.00	\$0.00	\$0.00	\$5,260.00	\$0.00	\$5,260.00	100.00%
Dept: FACILITIES - 700		\$540,739.00	\$133,329.07	\$133,329.07	\$407,409.93	\$0.00	\$407,409.93	75.34%
10.861.15051	COUNTY GRANTS: UNCOMMITTED	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
10.861.15055	LAKE SUNAPEE MEDIATION	\$7,500.00	\$1,875.00	\$1,875.00	\$5,625.00	\$0.00	\$5,625.00	75.00%
10.861.15056	COMMUNITY ALLIANCE FAMILY SERV	\$25,000.00	\$6,250.00	\$6,250.00	\$18,750.00	\$0.00	\$18,750.00	75.00%
10.861.15059	WEST CENTRAL BEHAVIORAL SERVICE	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	100.00%
10.861.15062	COMMUNITY TRANSPORTATION	\$30,000.00	\$7,500.00	\$7,500.00	\$22,500.00	\$0.00	\$22,500.00	75.00%
10.861.15064	TURNING POINTS	\$55,000.00	\$13,750.00	\$13,750.00	\$41,250.00	\$0.00	\$41,250.00	75.00%
10.861.15065	SOUP KITCHEN/FOOD PANTRY	\$15,000.00	\$3,750.00	\$3,750.00	\$11,250.00	\$0.00	\$11,250.00	75.00%
10.861.15066	BIG BROTHERS/BIG SISTERS	\$5,000.00	\$1,250.00	\$1,250.00	\$3,750.00	\$0.00	\$3,750.00	75.00%
10.861.15070	ROAD TO INDEPENDENCE	\$1,500.00	\$375.00	\$375.00	\$1,125.00	\$0.00	\$1,125.00	75.00%
10.861.15072	GOOD BEGINNINGS OF SULL.CTY	\$27,500.00	\$6,875.00	\$6,875.00	\$20,625.00	\$0.00	\$20,625.00	75.00%
Dept: COUNTY GRANTS - 861		\$181,500.00	\$41,625.00	\$41,625.00	\$139,875.00	\$0.00	\$139,875.00	77.07%
10.900.20092	INTEREST ON REV. ANTICIPATION	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
Dept: INTEREST NOTES - 900		\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
10.970.20090	INTEREST ON BONDED DEBT	\$248,425.00	\$82,025.00	\$82,025.00	\$166,400.00	\$0.00	\$166,400.00	66.98%
10.970.20091	PRINCIPAL ON BONDED DEBT	\$749,545.00	\$0.00	\$0.00	\$749,545.00	\$0.00	\$749,545.00	100.00%
Dept: BONDED DEBT - 970		\$997,970.00	\$82,025.00	\$82,025.00	\$915,945.00	\$0.00	\$915,945.00	91.78%

Sullivan County

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Fiscal Year: 2013-2014

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

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☒ Filter Encumbrance Detail by Date Range

From Date: 7/1/2013

To Date: 11/30/2013

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.980.12031	DELEGATION: ADVERTISING	\$500.00	\$195.00	\$195.00	\$305.00	\$0.00	\$305.00	61.00%
10.980.17076	DELEGATION EXPENSES	\$3,000.00	\$98.39	\$98.39	\$2,901.61	\$0.00	\$2,901.61	96.72%
	Dept: DELEGATION EXPENSES - 980	\$3,500.00	\$293.39	\$293.39	\$3,206.61	\$0.00	\$3,206.61	91.62%
10.997.05990	IMPLIED TRANSFERS	\$1,987,259.00	\$0.00	\$0.00	\$1,987,259.00	\$0.00	\$1,987,259.00	100.00%
10.997.15996	TRANSFER IN ACCOUNTING/ADMIN	(\$223,736.00)	\$0.00	\$0.00	(\$223,736.00)	\$0.00	(\$223,736.00)	100.00%
10.997.15997	TRANSFER IN HR/PAYROLL	(\$170,691.00)	\$0.00	\$0.00	(\$170,691.00)	\$0.00	(\$170,691.00)	100.00%
	Dept: TRANSFER OUT - 997	\$1,592,832.00	\$0.00	\$0.00	\$1,592,832.00	\$0.00	\$1,592,832.00	100.00%
	Fund: GENERAL FUND - 10	\$15,554,524.00	\$4,746,527.16	\$4,746,527.16	\$10,807,996.84	\$1,892,478.40	\$8,915,518.44	57.32%
22.420.10000	ELECTED OFFICAL SALARY	\$55,015.00	\$22,948.53	\$22,948.53	\$32,066.47	\$31,293.47	\$773.00	1.41%
22.420.10001	EMPLOYEE SALARIES	\$127,161.00	\$51,603.20	\$51,603.20	\$75,557.80	\$68,118.00	\$7,439.80	5.85%
22.420.10007	E.T. BUY BACK	\$1,670.00	\$0.00	\$0.00	\$1,670.00	\$0.00	\$1,670.00	100.00%
22.420.10008	OVERTIME	\$500.00	\$154.84	\$154.84	\$345.16	\$0.00	\$345.16	69.03%
22.420.11010	FICA	\$14,102.00	\$5,344.87	\$5,344.87	\$8,757.13	\$0.00	\$8,757.13	62.10%
22.420.11011	GROUP LIFE INSURANCE	\$108.00	\$35.67	\$35.67	\$72.33	\$0.00	\$72.33	66.97%
22.420.11012	GROUP HEALTH INSURANCE	\$66,671.00	\$23,200.30	\$23,200.30	\$43,470.70	\$0.00	\$43,470.70	65.20%
22.420.11013	RETIREMENT	\$19,654.00	\$8,024.29	\$8,024.29	\$11,829.71	\$0.00	\$11,829.71	59.58%
22.420.11014	WORKERS COMPENSATION	\$428.00	\$0.00	\$0.00	\$428.00	\$0.00	\$428.00	100.00%
22.420.11015	UNEMPLOYMENT COMP INSURANCE	\$161.00	\$0.00	\$0.00	\$161.00	\$0.00	\$161.00	100.00%
22.420.11016	DENTAL INSURANCE	\$3,320.00	\$856.83	\$856.83	\$2,463.17	\$0.00	\$2,463.17	74.19%
22.420.11018	EXPENSE ACCOUNT	\$1,000.00	\$563.24	\$563.24	\$436.76	\$0.00	\$436.76	43.68%
22.420.12029	CONTRACT SERVICES	\$69,620.00	\$63,998.19	\$63,998.19	\$5,621.81	\$0.00	\$5,621.81	8.07%
22.420.12030	EQUIPMENT RENTAL	\$436.00	\$0.00	\$0.00	\$436.00	\$0.00	\$436.00	100.00%
22.420.13036	OFFICE SUPPLIES	\$2,500.00	\$871.80	\$871.80	\$1,628.20	\$0.00	\$1,628.20	65.13%
22.420.13037	DUES, LICENSES AND SUBSCRIPTIO	\$800.00	\$794.75	\$794.75	\$5.25	\$0.00	\$5.25	0.66%
22.420.16068	TELEPHONE/INTERNET	\$2,316.00	\$1,345.21	\$1,345.21	\$970.79	\$0.00	\$970.79	41.92%
22.420.19082	GENERAL MAINTENANCE & REPAIRS	\$300.00	\$67.50	\$67.50	\$232.50	\$0.00	\$232.50	77.50%
	Dept: REGISTER OF DEEDS - 420	\$365,962.00	\$179,809.22	\$179,809.22	\$186,152.78	\$99,411.47	\$86,741.31	23.70%
22.997.05991	TRANSFER REGISTRY/GEN.FUND	(\$25,962.00)	\$0.00	\$0.00	(\$25,962.00)	\$0.00	(\$25,962.00)	100.00%
	Dept: TRANSFER OUT - 997	(\$25,962.00)	\$0.00	\$0.00	(\$25,962.00)	\$0.00	(\$25,962.00)	100.00%
	Fund: REGISTER OF DEEDS - 22	\$340,000.00	\$179,809.22	\$179,809.22	\$160,190.78	\$99,411.47	\$60,779.31	17.88%
24.345.10008	OVERTIME	\$1,607.00	\$486.68	\$486.68	\$1,120.32	\$0.00	\$1,120.32	69.71%
24.345.11010	FICA	\$24.00	\$6.79	\$6.79	\$17.21	\$0.00	\$17.21	71.71%
24.345.11011	GROUP LIFE/DISABILITY	\$0.00	\$0.13	\$0.13	(\$0.13)	\$0.00	(\$0.13)	0.00%
24.345.11012	GROUP HEALTH INSURANCE	\$0.00	\$70.52	\$70.52	(\$70.52)	\$0.00	(\$70.52)	0.00%
24.345.11013	RETIREMENT	\$408.00	\$123.13	\$123.13	\$284.87	\$0.00	\$284.87	69.82%
24.345.11014	WORKERS COMPENSATION	\$52.00	\$0.00	\$0.00	\$52.00	\$0.00	\$52.00	100.00%
24.345.11016	DENTAL INSURANCE	\$0.00	\$6.65	\$6.65	(\$6.65)	\$0.00	(\$6.65)	0.00%
24.345.17073	MISCELLANEOUS EXPENSES	\$7,909.00	\$2,609.12	\$2,609.12	\$5,299.88	\$0.00	\$5,299.88	67.01%
	Dept: ENFORCING UNDERAGE DRINKING LAWS - 345	\$10,000.00	\$3,303.02	\$3,303.02	\$6,696.98	\$0.00	\$6,696.98	66.97%
24.445.10001	EMPLOYEE SALARIES	\$0.00	\$0.00	\$0.00	\$0.00	\$134,604.00	(\$134,604.00)	0.00%
	Dept: DOMESTIC VIOLENCE GRANT - 445	\$0.00	\$0.00	\$0.00	\$0.00	\$134,604.00	(\$134,604.00)	0.00%
24.527.10001	OFFICE SALARIES	\$11,195.00	\$22,081.28	\$22,081.28	(\$10,886.28)	\$0.00	(\$10,886.28)	-97.24%
24.527.11010	FICA	\$857.00	\$1,661.05	\$1,661.05	(\$804.05)	\$0.00	(\$804.05)	-93.82%

Sullivan County

A. Monthly Expense Delegates Report

Fiscal Year: 2013-2014

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

From Date: 7/1/2013

To Date: 11/30/2013

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
	Dept: JAG GRANT - 527	\$12,052.00	\$23,742.33	\$23,742.33	(\$11,690.33)	\$0.00	(\$11,690.33)	-97.00%
24.606.11018	EXPENSE ACCOUNT \$3,500	\$3,500.00	\$629.00	\$629.00	\$2,871.00	\$0.00	\$2,871.00	82.03%
	Dept: GED TRAIL PROGRAM - 606	\$3,500.00	\$629.00	\$629.00	\$2,871.00	\$0.00	\$2,871.00	82.03%
24.645.10001	DEPUTY SHERIFF PAYROLL	\$66,893.00	\$20,608.89	\$20,608.89	\$46,284.11	\$134,604.00	(\$88,319.89)	-132.03%
24.645.10008	OVERTIME	\$2,000.00	\$2,816.81	\$2,816.81	(\$816.81)	\$0.00	(\$816.81)	-40.84%
24.645.11010	FICA	\$5,146.00	\$1,616.42	\$1,616.42	\$3,529.58	\$0.00	\$3,529.58	68.59%
24.645.11013	RETIREMENT	\$508.00	\$712.64	\$712.64	(\$204.64)	\$0.00	(\$204.64)	-40.28%
24.645.11014	WORKERS COMPENSATION	\$4,093.00	\$0.00	\$0.00	\$4,093.00	\$0.00	\$4,093.00	100.00%
24.645.11015	UNEMPLOYMENT COMP INSURANCE	\$347.00	\$0.00	\$0.00	\$347.00	\$0.00	\$347.00	100.00%
24.645.12029	CONTRACT SERVICES	\$1,985.00	\$0.00	\$0.00	\$1,985.00	\$0.00	\$1,985.00	100.00%
24.645.13031	UNIFORMS	\$500.00	\$66.00	\$66.00	\$434.00	\$0.00	\$434.00	86.80%
24.645.13039	SECURITY SUPPLIES	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
24.645.16069	GASOLINE	\$6,073.00	\$0.00	\$0.00	\$6,073.00	\$0.00	\$6,073.00	100.00%
24.645.17073	MISCELLANEOUS EXPENSE	\$2,539.00	\$807.92	\$807.92	\$1,731.08	\$0.00	\$1,731.08	68.18%
24.645.19082	GENERAL MAINTENANCE & REPAIRS	\$371.00	\$0.00	\$0.00	\$371.00	\$0.00	\$371.00	100.00%
24.645.19083	RADIO MAINTENANCE	\$500.00	\$520.00	\$520.00	(\$20.00)	\$0.00	(\$20.00)	-4.00%
24.645.19084	VEHICLE REPAIR	\$4,000.00	\$0.00	\$0.00	\$4,000.00	\$0.00	\$4,000.00	100.00%
	Dept: OUTSIDE DETAIL - 645	\$36,455.00	\$27,148.68	\$27,148.68	\$68,306.32	\$134,604.00	(\$66,297.68)	-69.45%
24.646.10001	SALARIES-DEPUTIES	\$0.00	\$0.00	\$0.00	\$0.00	\$134,604.00	(\$134,604.00)	0.00%
24.646.10008	OVERTIME	\$5,500.00	\$2,501.07	\$2,501.07	\$2,498.93	\$0.00	\$2,498.93	49.98%
24.646.11010	FICA	\$73.00	\$33.83	\$33.83	\$39.17	\$0.00	\$39.17	53.66%
24.646.11011	GROUP LIFE/DISABILITY	\$0.00	\$0.79	\$0.79	(\$0.79)	\$0.00	(\$0.79)	0.00%
24.646.11012	GROUP HEALTH INSURANCE	\$0.00	\$507.13	\$507.13	(\$507.13)	\$0.00	(\$507.13)	0.00%
24.646.11013	RETIREMENT	\$1,270.00	\$632.75	\$632.75	\$637.25	\$0.00	\$637.25	50.18%
24.646.11014	WORKERS COMPENSATION	\$162.00	\$0.00	\$0.00	\$162.00	\$0.00	\$162.00	100.00%
24.646.11016	DENTAL INSURANCE	\$0.00	\$15.22	\$15.22	(\$15.22)	\$0.00	(\$15.22)	0.00%
	Dept: HIGHWAY SAFETY - 646	\$6,505.00	\$3,690.79	\$3,690.79	\$2,814.21	\$134,604.00	(\$131,789.79)	-2025.98%
24.647.10008	OVERTIME	\$0.00	\$0.00	\$0.00	\$0.00	\$134,604.00	(\$134,604.00)	0.00%
	Dept: OHV GRANT - 647	\$0.00	\$0.00	\$0.00	\$0.00	\$134,604.00	(\$134,604.00)	0.00%
24.745.10001	SALARIES-DEPUTY	\$27,868.00	\$13,536.00	\$13,536.00	\$14,332.00	\$57,720.00	(\$43,388.00)	-155.69%
24.745.11010	FICA	\$2,132.00	\$1,025.45	\$1,025.45	\$1,106.55	\$0.00	\$1,106.55	51.90%
	Dept: DRUG TASK FORCE GRANT - 745	\$30,000.00	\$14,561.45	\$14,561.45	\$15,438.55	\$57,720.00	(\$42,281.45)	-140.94%
24.953.10001	REGIONAL NETWORK/CURN COOR \$	\$35,981.67	\$19,238.10	\$19,238.10	\$16,743.57	\$32,749.71	(\$16,006.14)	-44.48%
24.953.11010	FICA	\$4,348.00	\$1,837.33	\$1,837.33	\$2,510.67	\$0.00	\$2,510.67	57.74%
24.953.11011	LIFE INSURANCE	\$24.00	\$9.02	\$9.02	\$14.98	\$0.00	\$14.98	62.42%
24.953.11013	RETIREMENT	\$6,123.00	\$2,586.54	\$2,586.54	\$3,536.46	\$0.00	\$3,536.46	57.76%
24.953.11014	WORKERS COMPENSATION	\$110.00	\$0.00	\$0.00	\$110.00	\$0.00	\$110.00	100.00%
24.953.11015	UNEMPLOYMENT COMP INSURANCE	\$180.00	\$0.00	\$0.00	\$180.00	\$0.00	\$180.00	100.00%
24.953.11017	EDUCATION & TRAINING	\$2,500.00	\$572.60	\$572.60	\$1,927.40	\$0.00	\$1,927.40	77.10%
24.953.11018	EXPENSE ACCOUNT State budget \$	\$3,113.33	\$0.00	\$0.00	\$3,113.33	\$0.00	\$3,113.33	100.00%
24.953.11019	TRAVEL	\$2,500.00	\$486.09	\$486.09	\$2,013.91	\$0.00	\$2,013.91	80.56%
24.953.12020	AUDIT & LEGAL	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
24.953.12029	CONTRACT SERVICES	\$5,000.00	\$3,465.56	\$3,465.56	\$1,534.44	\$0.00	\$1,534.44	30.69%
24.953.12031	ADVERTISING	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%
24.953.13036	OFFICE SUPPLIES FY13 \$3,100	\$2,000.00	\$190.41	\$190.41	\$1,809.59	\$0.00	\$1,809.59	90.48%
24.953.13038	POSTAGE	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%

Sullivan County

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Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
24.953.16068	TELEPHONE/INTERNET	\$1,200.00	\$61.97	\$61.97	\$1,138.03	\$0.00	\$1,138.03	94.84%
24.953.19082	GENERAL MAINTENANCE & REPAIRS	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
	Dept: REGIONAL NETWORK/CUFSAP - 953	\$65,380.00	\$28,447.62	\$28,447.62	\$36,932.38	\$32,749.71	\$4,182.67	6.40%
24.955.10001	SALARY	\$46,363.00	\$19,614.89	\$19,614.89	\$26,748.11	\$26,747.52	\$0.59	0.00%
24.955.11010	FICA	\$3,733.00	\$1,544.50	\$1,544.50	\$2,188.50	\$0.00	\$2,188.50	58.63%
24.955.11011	LIFE INSURANCE	\$24.00	\$9.02	\$9.02	\$14.98	\$0.00	\$14.98	62.42%
24.955.11012	GROUP HEALTH INSURANCE	\$10,577.00	\$4,112.10	\$4,112.10	\$6,464.90	\$0.00	\$6,464.90	61.12%
24.955.11013	RETIREMENT	\$5,256.00	\$2,223.76	\$2,223.76	\$3,032.24	\$0.00	\$3,032.24	57.69%
24.955.11014	WORKERS COMPENSATION	\$110.00	\$0.00	\$0.00	\$110.00	\$0.00	\$110.00	100.00%
24.955.11015	UNEMPLOYMENT COMP INSURANCE	\$180.00	\$0.00	\$0.00	\$180.00	\$0.00	\$180.00	100.00%
24.955.11016	DENTAL INSURANCE	\$477.00	\$119.22	\$119.22	\$357.78	\$0.00	\$357.78	75.01%
24.955.11018	EXPENSE ACCOUNT \$1,530	\$823.00	\$273.15	\$273.15	\$549.85	\$0.00	\$549.85	66.81%
24.955.11019	TRAVEL	\$2,350.00	\$902.03	\$902.03	\$1,447.97	\$0.00	\$1,447.97	61.62%
24.955.12020	LEGAL SERVICES	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
24.955.12029	CONTRACT SERVICES	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
24.955.12031	ADVERTISING	\$750.00	\$20.00	\$20.00	\$730.00	\$0.00	\$730.00	97.33%
24.955.13036	OFFICE SUPPLIES	\$300.00	\$163.59	\$163.59	\$136.41	\$0.00	\$136.41	45.47%
24.955.13037	SUBSCRIPTIONS	\$50.00	\$0.00	\$0.00	\$50.00	\$0.00	\$50.00	100.00%
24.955.16068	TELEPHONE/INTERNET	\$1,000.00	\$221.21	\$221.21	\$778.79	\$0.00	\$778.79	77.88%
24.955.19082	GENERAL MAINTENANCE & REPAIRS	\$600.00	\$9.95	\$9.95	\$590.05	\$0.00	\$590.05	98.34%
	Dept: PHNC - 955	\$75,293.00	\$29,213.42	\$29,213.42	\$46,079.58	\$26,747.52	\$19,332.06	25.68%
24.964.10001	SALARY FOR DFC \$45,300	\$53,508.00	\$21,607.18	\$21,607.18	\$31,900.82	\$25,925.66	\$5,975.16	11.17%
24.964.11010	FICA \$3,466	\$3,636.00	\$1,454.42	\$1,454.42	\$2,181.58	\$0.00	\$2,181.58	60.00%
24.964.11011	LIFE INSURANCE \$51	\$26.00	\$9.02	\$9.02	\$16.98	\$0.00	\$16.98	65.31%
24.964.11012	HEALTH INSURANCE \$19,488	\$19,488.00	\$0.00	\$0.00	\$19,488.00	\$0.00	\$19,488.00	100.00%
24.964.11013	RETIREMENT \$3,660	\$4,353.00	\$2,047.65	\$2,047.65	\$2,305.35	\$0.00	\$2,305.35	52.96%
24.964.11014	WORKERS COMPENSATION \$1,133	\$1,188.00	\$0.00	\$0.00	\$1,188.00	\$0.00	\$1,188.00	100.00%
24.964.11015	UNEMPLOYMENT \$44	\$22.00	\$0.00	\$0.00	\$22.00	\$0.00	\$22.00	100.00%
24.964.11016	DENTAL INSURANCE \$1,131	\$1,131.00	\$0.00	\$0.00	\$1,131.00	\$0.00	\$1,131.00	100.00%
24.964.11017	TRAINING & EDUCATION \$500	\$500.00	\$350.00	\$350.00	\$150.00	\$0.00	\$150.00	30.00%
24.964.11018	EXPENSE ACCOUNT \$14,900	\$6,500.00	\$30,903.16	\$30,903.16	(\$24,403.16)	\$0.00	(\$24,403.16)	-375.43%
24.964.11019	TRAVEL \$6,370	\$7,860.00	\$4,621.11	\$4,621.11	\$3,238.89	\$0.00	\$3,238.89	41.21%
24.964.12029	CONTRACT SERVICES \$18,600	\$14,275.00	\$4,576.52	\$4,576.52	\$9,698.48	\$0.00	\$9,698.48	67.94%
24.964.12030	EQUIPMENT RENTAL \$1,908	\$1,908.00	\$315.50	\$315.50	\$1,592.50	\$0.00	\$1,592.50	83.46%
24.964.12031	MARKETING/ADVERTISING \$1,761	\$4,033.00	\$1,473.92	\$1,473.92	\$2,559.08	\$0.00	\$2,559.08	63.45%
24.964.13030	OCCUPANCY/OFFICE RENT \$3,600	\$1,692.00	\$0.00	\$0.00	\$1,692.00	\$0.00	\$1,692.00	100.00%
24.964.13032	GENERAL SUPPLIES \$4,700	\$4,700.00	\$1,824.05	\$1,824.05	\$2,875.95	\$0.00	\$2,875.95	61.19%
24.964.13038	POSTAGE \$296	\$180.00	\$0.00	\$0.00	\$180.00	\$0.00	\$180.00	100.00%
	Dept: SAMSHA DFC \$125,000 - 964	\$125,000.00	\$69,182.53	\$69,182.53	\$55,817.47	\$25,925.66	\$29,891.81	23.91%
24.982.10001	OFFICE SALARY	\$2,440.00	\$1,032.33	\$1,032.33	\$1,407.67	\$1,407.75	(\$0.08)	0.00%
24.982.11018	EXPENSE ACCOUNT	\$705.00	\$0.00	\$0.00	\$705.00	\$0.00	\$705.00	100.00%
24.982.11019	TRAVEL	\$650.00	\$137.01	\$137.01	\$512.99	\$0.00	\$512.99	78.92%
24.982.12029	CONTRACT SERVICES	\$5,330.00	\$0.00	\$0.00	\$5,330.00	\$0.00	\$5,330.00	100.00%
24.982.12031	ADVERTISING	\$500.00	\$106.61	\$106.61	\$393.39	\$0.00	\$393.39	78.68%
	Dept: RPHNS IMMUNIZATION - 982	\$9,625.00	\$1,275.95	\$1,275.95	\$8,349.05	\$1,407.75	\$6,941.30	72.12%
	Fund: GRANTS - 24	\$432,810.00	\$201,194.79	\$201,194.79	\$231,615.21	\$682,966.64	(\$451,351.43)	-104.28%
40.480.21096	SCHC CAPITAL BUILDING ADDITION	\$170,000.00	\$446.32	\$446.32	\$169,553.68	\$0.00	\$169,553.68	99.74%

Sullivan County

A. Monthly Expense Delegates Report

Fiscal Year: 2013-2014

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

From Date: 7/1/2013

To Date: 11/30/2013

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
40.480.21097	SCHC CAPITAL	\$120,500.00	\$62,969.79	\$62,969.79	\$57,530.21	\$0.00	\$57,530.21	47.74%
	Dept: SCHC CAPITAL - 480	\$290,500.00	\$63,416.11	\$63,416.11	\$227,083.89	\$0.00	\$227,083.89	78.17%
40.492.10001	MARKETING SALARIES	\$75,606.00	\$31,953.91	\$31,953.91	\$43,652.09	\$43,622.62	\$29.47	0.04%
40.492.10008	OVERTIME	\$600.00	\$155.89	\$155.89	\$444.11	\$0.00	\$444.11	74.02%
40.492.11010	FICA	\$5,830.00	\$2,083.09	\$2,083.09	\$3,746.91	\$0.00	\$3,746.91	64.27%
40.492.11011	GROUP LIFE INSURANCE	\$43.00	\$18.04	\$18.04	\$24.96	\$0.00	\$24.96	58.05%
40.492.11012	GROUP HEALTH INSURANCE	\$33,554.00	\$18,585.00	\$18,585.00	\$14,969.00	\$0.00	\$14,969.00	44.61%
40.492.11013	RETIREMENT	\$8,207.00	\$3,458.25	\$3,458.25	\$4,748.75	\$0.00	\$4,748.75	57.86%
40.492.11014	WORKERS COMPENSATION	\$286.00	\$0.00	\$0.00	\$286.00	\$0.00	\$286.00	100.00%
40.492.11015	UNEMPLOYMENT COMP INSURANCE	\$92.00	\$0.00	\$0.00	\$92.00	\$0.00	\$92.00	100.00%
40.492.11016	DENTAL INSURANCE	\$1,792.00	\$574.24	\$574.24	\$1,217.76	\$0.00	\$1,217.76	67.96%
40.492.11017	EDUCATION AND TRAINING	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
40.492.11019	TRAVEL EXPENSES	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%
40.492.12031	ADVERTISING & PUBLIC RELATION	\$7,500.00	\$1,681.04	\$1,681.04	\$5,818.96	\$0.00	\$5,818.96	77.59%
40.492.13032	MARKETING SUPPLIES & MATERIAL	\$2,000.00	\$331.25	\$331.25	\$1,668.75	\$0.00	\$1,668.75	83.44%
40.492.13036	OFFICE SUPPLIES	\$1,000.00	\$423.64	\$423.64	\$576.36	\$0.00	\$576.36	57.64%
	Dept: MARKETING - 492	\$137,760.00	\$59,264.35	\$59,264.35	\$78,495.65	\$43,622.62	\$34,873.03	25.31%
40.500.10001	SALARIES	\$209,408.00	\$81,771.15	\$81,771.15	\$127,636.85	\$111,439.73	\$16,197.12	7.73%
40.500.10007	E.T. BUY BACK	\$900.00	\$0.00	\$0.00	\$900.00	\$0.00	\$900.00	100.00%
40.500.10008	OVERTIME	\$600.00	\$91.78	\$91.78	\$408.22	\$0.00	\$408.22	81.64%
40.500.11010	FICA	\$16,203.00	\$6,026.85	\$6,026.85	\$10,176.15	\$0.00	\$10,176.15	62.80%
40.500.11011	GROUP LIFE INSURANCE	\$65.00	\$27.06	\$27.06	\$37.94	\$0.00	\$37.94	58.37%
40.500.11012	GROUP HEALTH INSURANCE	\$39,466.00	\$16,444.00	\$16,444.00	\$23,022.00	\$0.00	\$23,022.00	58.33%
40.500.11013	RETIREMENT	\$21,062.00	\$8,816.67	\$8,816.67	\$12,245.33	\$0.00	\$12,245.33	58.14%
40.500.11014	WORKERS COMPENSATION	\$568.00	\$0.00	\$0.00	\$568.00	\$0.00	\$568.00	100.00%
40.500.11015	UNEMPLOYMENT COMP INSURANCE	\$138.00	\$0.00	\$0.00	\$138.00	\$0.00	\$138.00	100.00%
40.500.11016	DENTAL INSURANCE	\$2,088.00	\$393.48	\$393.48	\$1,694.52	\$0.00	\$1,694.52	81.16%
40.500.11017	EDUCATION & CONFERENCES	\$4,500.00	\$762.86	\$762.86	\$3,737.14	\$0.00	\$3,737.14	83.05%
40.500.11019	TRAVEL	\$1,000.00	\$610.44	\$610.44	\$389.56	\$0.00	\$389.56	38.96%
40.500.12021	AUDIT	\$7,500.00	\$3,021.55	\$3,021.55	\$4,478.45	\$0.00	\$4,478.45	59.71%
40.500.12029	CONTRACT SERVICES	\$76,542.00	\$41,117.40	\$41,117.40	\$35,424.60	\$2,252.50	\$33,172.10	43.34%
40.500.13036	OFFICE SUPPLIES	\$6,500.00	\$1,771.35	\$1,771.35	\$4,728.65	\$0.00	\$4,728.65	72.75%
40.500.13037	DUES, LICENSES & SUBSCRIPTIONS	\$7,710.00	\$614.52	\$614.52	\$7,095.48	\$0.00	\$7,095.48	92.03%
40.500.13038	POSTAGE	\$6,000.00	\$1,883.31	\$1,883.31	\$4,116.69	\$0.00	\$4,116.69	68.61%
40.500.16068	TELEPHONE/INTERNET	\$36,000.00	\$11,693.60	\$11,693.60	\$24,306.40	\$0.00	\$24,306.40	67.52%
40.500.20092	MEDICAID ASSESSMENT	\$633,126.00	\$138,233.48	\$138,233.48	\$494,892.52	\$0.00	\$494,892.52	78.17%
40.500.21097	EQUIPMENT	\$10,000.00	\$2,555.79	\$2,555.79	\$7,444.21	\$0.00	\$7,444.21	74.44%
40.500.22093	INSURANCE	\$51,880.00	\$51,869.00	\$51,869.00	\$11.00	\$0.00	\$11.00	0.02%
	Dept: ADMINISTRATION - 500	\$1,131,156.00	\$367,704.29	\$367,704.29	\$763,451.71	\$113,692.23	\$649,759.48	57.44%
40.501.15051	RESIDENT STORE FUND 40	\$6,500.00	\$951.07	\$951.07	\$5,548.93	\$0.00	\$5,548.93	85.37%
	Dept: SCHC RESIDENT ACCOUNT - 501	\$6,500.00	\$951.07	\$951.07	\$5,548.93	\$0.00	\$5,548.93	85.37%
40.530.10001	SALARIES	\$746,118.00	\$310,583.28	\$310,583.28	\$435,534.72	\$393,018.91	\$42,515.81	5.70%
40.530.10007	E.T. BUY BACK	\$1,200.00	\$0.00	\$0.00	\$1,200.00	\$0.00	\$1,200.00	100.00%
40.530.10008	OVERTIME	\$17,000.00	\$16,726.26	\$16,726.26	\$273.74	\$0.00	\$273.74	1.61%
40.530.10009	PERFORMANCE INCREASE	\$2,000.00	\$1,500.00	\$1,500.00	\$500.00	\$0.00	\$500.00	25.00%
40.530.11010	FICA	\$58,623.00	\$22,994.52	\$22,994.52	\$35,628.48	\$98.85	\$35,529.63	60.61%
40.530.11011	GROUP LIFE INSURANCE	\$518.00	\$183.68	\$183.68	\$334.32	\$0.82	\$333.50	64.38%
40.530.11012	GROUP HEALTH INSURANCE	\$275,386.00	\$89,222.04	\$89,222.04	\$186,163.96	\$986.81	\$185,177.15	67.24%

Sullivan County

A. Monthly Expense Delegates Report

Fiscal Year: 2013-2014

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

From Date: 7/1/2013

To Date: 11/30/2013

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
40.530.11013	RETIREMENT	\$82,533.00	\$33,797.88	\$33,797.88	\$48,735.12	\$167.24	\$48,567.88	58.85%
40.530.11014	WORKERS COMPENSATION	\$25,152.00	\$0.00	\$0.00	\$25,152.00	\$0.00	\$25,152.00	100.00%
40.530.11015	UNEMPLOYMENT COMP INSURANCE	\$1,150.00	\$0.00	\$0.00	\$1,150.00	\$0.00	\$1,150.00	100.00%
40.530.11016	DENTAL INSURANCE	\$15,977.00	\$3,548.72	\$3,548.72	\$12,428.28	\$53.45	\$12,374.83	77.45%
40.530.11017	EDUCATION & CONFERENCES	\$3,000.00	\$145.00	\$145.00	\$2,855.00	\$0.00	\$2,855.00	95.17%
40.530.12029	CONTRACT SERVICES	\$64,000.00	\$22,424.21	\$22,424.21	\$41,575.79	\$0.00	\$41,575.79	64.96%
40.530.13032	GENERAL SUPPLIES	\$67,000.00	\$21,755.47	\$21,755.47	\$45,244.53	\$0.00	\$45,244.53	67.53%
40.530.14042	FOOD	\$689,227.00	\$273,131.97	\$273,131.97	\$416,095.03	\$0.00	\$416,095.03	60.37%
40.530.21097	EQUIPMENT	\$14,000.00	\$1,838.59	\$1,838.59	\$12,161.41	\$0.00	\$12,161.41	86.87%
	Dept: DIETARY - 530	\$2,062,884.00	\$797,851.62	\$797,851.62	\$1,265,032.38	\$394,326.08	\$870,706.30	42.21%
40.540.10001	SALARIES SUPERVISORS STAFF	\$582,733.00	\$244,275.90	\$244,275.90	\$338,457.10	\$330,102.91	\$8,354.19	1.43%
40.540.10002	SALARIES REGISTERED NURSES	\$442,919.00	\$189,280.75	\$189,280.75	\$253,638.25	\$212,383.20	\$41,255.05	9.31%
40.540.10003	SALARIES L.P.N.'S	\$959,215.00	\$315,693.39	\$315,693.39	\$643,521.61	\$398,823.24	\$244,698.37	25.51%
40.540.10004	SALARIES NURSING AIDES	\$1,750,725.00	\$815,503.75	\$815,503.75	\$935,221.25	\$949,221.11	(\$13,999.86)	-0.80%
40.540.10006	CLERICAL	\$122,179.00	\$52,652.87	\$52,652.87	\$69,526.13	\$70,494.11	(\$967.98)	-0.79%
40.540.10007	E.T. BUY BACK	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
40.540.10008	OVERTIME	\$402,318.00	\$130,683.61	\$130,683.61	\$271,634.39	\$0.00	\$271,634.39	67.52%
40.540.10009	PERFORMANCE INCREASE	\$10,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00	\$5,000.00	50.00%
40.540.10022	SALARIES RN - PER DIEM	\$108,445.00	\$62,310.14	\$62,310.14	\$46,134.86	\$336,000.00	(\$289,865.14)	-267.29%
40.540.10033	SALARIES L.P.N.'s - PER DIEM	\$234,459.00	\$63,662.74	\$63,662.74	\$170,796.26	\$165,600.00	\$5,196.26	2.22%
40.540.10044	SALARIES NURSING AIDES-PER DIE	\$302,538.00	\$95,590.44	\$95,590.44	\$206,947.56	\$329,400.00	(\$122,452.44)	-40.48%
40.540.10055	RN AGENCY NURSING	\$0.00	\$759.50	\$759.50	(\$759.50)	\$0.00	(\$759.50)	0.00%
40.540.10066	LPN AGENCY NURSING	\$0.00	\$8,651.75	\$8,651.75	(\$8,651.75)	\$0.00	(\$8,651.75)	0.00%
40.540.10077	LNA AGENCY NURSING	\$0.00	\$7,316.25	\$7,316.25	(\$7,316.25)	\$0.00	(\$7,316.25)	0.00%
40.540.11010	FICA	\$376,727.00	\$140,006.12	\$140,006.12	\$236,720.88	\$250.92	\$236,469.96	62.77%
40.540.11011	GROUP LIFE INSURANCE	\$2,450.00	\$723.24	\$723.24	\$1,726.76	\$0.00	\$1,726.76	70.48%
40.540.11012	GROUP HEALTH INSURANCE	\$1,120,931.00	\$436,636.70	\$436,636.70	\$684,294.30	\$0.00	\$684,294.30	61.05%
40.540.11013	RETIREMENT	\$341,000.00	\$137,089.91	\$137,089.91	\$203,910.09	\$0.00	\$203,910.09	59.80%
40.540.11014	WORKERS COMPENSATION	\$160,852.00	\$0.00	\$0.00	\$160,852.00	\$0.00	\$160,852.00	100.00%
40.540.11015	UNEMPLOYMENT COMP INSURANCE	\$47,500.00	\$0.00	\$0.00	\$47,500.00	\$0.00	\$47,500.00	100.00%
40.540.11016	DENTAL INSURANCE	\$56,859.00	\$14,147.37	\$14,147.37	\$42,711.63	\$0.00	\$42,711.63	75.12%
40.540.11017	EDUCATION & CONFERENCES	\$10,000.00	\$5,907.52	\$5,907.52	\$4,092.48	\$0.00	\$4,092.48	40.92%
40.540.12029	CONTRACT SERVICES	\$0.00	\$970.00	\$970.00	(\$970.00)	\$0.00	(\$970.00)	0.00%
40.540.12030	EQUIPMENT RENTAL	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%
40.540.13032	GENERAL SUPPLIES	\$20,000.00	\$10,638.80	\$10,638.80	\$9,361.20	\$0.00	\$9,361.20	46.81%
40.540.14052	MEDICAL SUPPLIES	\$280,000.00	\$94,806.76	\$94,806.76	\$185,193.24	\$0.00	\$185,193.24	66.14%
40.540.14053	OXYGEN	\$11,500.00	\$5,240.00	\$5,240.00	\$6,260.00	\$0.00	\$6,260.00	54.43%
40.540.19082	GENERAL MAINTENANCE & REPAIRS	\$10,000.00	\$4,160.08	\$4,160.08	\$5,839.92	\$0.00	\$5,839.92	58.40%
40.540.21097	EQUIPMENT	\$35,000.00	\$10,400.64	\$10,400.64	\$24,599.36	\$0.00	\$24,599.36	70.28%
	Dept: NURSING - 540	\$7,396,350.00	\$2,852,108.23	\$2,852,108.23	\$4,544,241.77	\$2,792,275.49	\$1,751,966.28	23.69%
40.550.10001	SALARIES	\$389,634.00	\$155,739.67	\$155,739.67	\$233,894.33	\$194,657.29	\$39,237.04	10.07%
40.550.10007	ET BUY BACK	\$1,800.00	\$0.00	\$0.00	\$1,800.00	\$0.00	\$1,800.00	100.00%
40.550.10008	OVERTIME	\$9,550.00	\$7,202.84	\$7,202.84	\$2,347.16	\$0.00	\$2,347.16	24.58%
40.550.10009	PERFORMANCE INCREASE	\$500.00	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	0.00%
40.550.11010	FICA	\$30,714.00	\$11,896.72	\$11,896.72	\$18,817.28	\$0.00	\$18,817.28	61.27%
40.550.11011	GROUP LIFE INSURANCE	\$195.00	\$62.32	\$62.32	\$132.68	\$0.00	\$132.68	68.04%
40.550.11012	GROUP HEALTH INSURANCE	\$127,593.00	\$33,886.08	\$33,886.08	\$93,706.92	\$0.00	\$93,706.92	73.44%
40.550.11013	RETIREMENT	\$39,426.00	\$16,833.15	\$16,833.15	\$22,592.85	\$0.00	\$22,592.85	57.30%
40.550.11014	WORKERS COMPENSATION	\$12,873.00	\$0.00	\$0.00	\$12,873.00	\$0.00	\$12,873.00	100.00%
40.550.11015	UNEMPLOYMENT COMP INSURANCE	\$1,320.00	\$0.00	\$0.00	\$1,320.00	\$0.00	\$1,320.00	100.00%

Sullivan County

A. Monthly Expense Delegates Report

Fiscal Year: 2013-2014

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☐ Include pre encumbrance

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☒ Filter Encumbrance Detail by Date Range

From Date: 7/1/2013

To Date: 11/30/2013

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
40.550.11016	DENTAL INSURANCE	\$5,774.00	\$1,114.60	\$1,114.60	\$4,659.40	\$0.00	\$4,659.40	80.70%
40.550.11017	EDUCATION & TRAINING	\$3,000.00	\$1,105.99	\$1,105.99	\$1,894.01	\$0.00	\$1,894.01	63.13%
40.550.12025	OPERATIONS: DIETARY MAINTENANC	\$10,000.00	\$6,057.39	\$6,057.39	\$3,942.61	\$0.00	\$3,942.61	39.43%
40.550.12029	CONTRACT SERVICES	\$103,840.00	\$27,276.28	\$27,276.28	\$76,563.72	\$0.00	\$76,563.72	73.73%
40.550.13032	GENERAL SUPPLIES	\$21,000.00	\$4,112.38	\$4,112.38	\$16,887.62	\$0.00	\$16,887.62	80.42%
40.550.13037	DUES, LICENSES & SUBSCRIPTIONS	\$2,220.00	\$1,180.00	\$1,180.00	\$1,040.00	\$0.00	\$1,040.00	46.85%
40.550.16062	PROPANE	\$10,000.00	\$6,106.83	\$6,106.83	\$3,893.17	\$0.00	\$3,893.17	38.93%
40.550.16065	FUEL OIL	\$50,000.00	\$53,288.95	\$53,288.95	(\$3,288.95)	\$0.00	(\$3,288.95)	-6.58%
40.550.16069	GASOLINE	\$9,000.00	\$3,431.60	\$3,431.60	\$5,568.40	\$0.00	\$5,568.40	61.87%
40.550.18080	CARE OF GROUNDS	\$8,000.00	\$3,522.80	\$3,522.80	\$4,477.20	\$0.00	\$4,477.20	55.97%
40.550.19082	GENERAL MAINTENANCE & REPAIRS	\$70,000.00	\$35,707.34	\$35,707.34	\$34,292.66	\$0.00	\$34,292.66	48.99%
40.550.19084	VEHICLE REPAIRS	\$7,000.00	\$1,141.16	\$1,141.16	\$5,858.84	\$0.00	\$5,858.84	83.70%
40.550.20090	INTEREST PAYMENT	\$692.00	\$500.07	\$500.07	\$191.93	\$0.00	\$191.93	27.74%
40.550.20091	PRINCIPAL PAYMENT	\$26,920.00	\$16,295.00	\$16,295.00	\$10,625.00	\$0.00	\$10,625.00	39.47%
40.550.20093	TAXES-PROPERTY	\$32,500.00	\$17,899.00	\$17,899.00	\$14,601.00	\$0.00	\$14,601.00	44.93%
40.550.21097	EQUIPMENT	\$2,000.00	\$9,617.50	\$9,617.50	(\$7,617.50)	\$0.00	(\$7,617.50)	-380.88%
	Dept: OPERATION OF PLANT - 550	\$975,551.00	\$414,477.67	\$414,477.67	\$561,073.33	\$194,657.29	\$366,416.04	37.56%
40.555.10001	OFFICE SALARIES	\$34,557.00	\$14,611.10	\$14,611.10	\$19,945.90	\$19,932.00	\$13.90	0.04%
40.555.10008	OVERTIME	\$250.00	\$320.04	\$320.04	(\$70.04)	\$0.00	(\$70.04)	-28.02%
40.555.11010	FICA	\$2,663.00	\$1,024.41	\$1,024.41	\$1,638.59	\$0.00	\$1,638.59	61.53%
40.555.11011	GROUP LIFE/DISABILITY	\$22.00	\$9.02	\$9.02	\$12.98	\$0.00	\$12.98	59.00%
40.555.11012	GROUP HEALTH INSURANCE	\$18,312.00	\$7,629.90	\$7,629.90	\$10,682.10	\$0.00	\$10,682.10	58.33%
40.555.11013	RETIREMENT	\$3,749.00	\$1,608.08	\$1,608.08	\$2,140.92	\$0.00	\$2,140.92	57.11%
40.555.11014	WORKERS COMPENSATION	\$1,118.00	\$0.00	\$0.00	\$1,118.00	\$0.00	\$1,118.00	100.00%
40.555.11015	UNEMPLOYMENT COMP INSURANCE	\$184.00	\$0.00	\$0.00	\$184.00	\$0.00	\$184.00	100.00%
40.555.11016	DENTAL INSURANCE	\$801.00	\$196.74	\$196.74	\$604.26	\$0.00	\$604.26	75.44%
40.555.11017	EDUCATION & TRAINING	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%
40.555.12029	CONTRACT SERVICES	\$350.00	\$16.00	\$16.00	\$334.00	\$0.00	\$334.00	95.43%
40.555.13032	GENERAL SUPPLIES	\$700.00	\$707.37	\$707.37	(\$7.37)	\$0.00	(\$7.37)	-1.05%
40.555.19082	GENERAL MAINTENANCE & REPAIRS	\$250.00	\$53.68	\$53.68	\$196.32	\$0.00	\$196.32	78.53%
	Dept: CENTRAL SUPPLY - 550	\$63,206.00	\$26,176.34	\$26,176.34	\$37,029.66	\$19,932.00	\$17,097.66	27.05%
40.560.10001	SALARIES	\$187,547.00	\$76,858.02	\$76,858.02	\$110,688.98	\$89,040.00	\$21,648.98	11.54%
40.560.10008	OVERTIME	\$4,500.00	\$1,529.91	\$1,529.91	\$2,970.09	\$0.00	\$2,970.09	66.00%
40.560.10009	PERFORMANCE INCREASE	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
40.560.11010	FICA	\$14,730.00	\$5,852.03	\$5,852.03	\$8,877.97	\$0.00	\$8,877.97	60.27%
40.560.11011	GROUP LIFE INSURANCE	\$132.00	\$45.10	\$45.10	\$86.90	\$0.00	\$86.90	65.83%
40.560.11012	GROUP HEALTH INSURANCE	\$18,305.00	\$7,626.70	\$7,626.70	\$10,678.30	\$0.00	\$10,678.30	58.34%
40.560.11013	RETIREMENT	\$20,738.00	\$7,603.14	\$7,603.14	\$13,134.86	\$0.00	\$13,134.86	63.34%
40.560.11014	WORKERS COMPENSATION	\$6,140.00	\$0.00	\$0.00	\$6,140.00	\$0.00	\$6,140.00	100.00%
40.560.11015	UNEMPLOYMENT COMP INSURANCE	\$276.00	\$0.00	\$0.00	\$276.00	\$0.00	\$276.00	100.00%
40.560.11016	DENTAL INSURANCE	\$1,311.00	\$603.48	\$603.48	\$707.52	\$0.00	\$707.52	53.97%
40.560.11017	EDUCATION & TRAINING	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
40.560.13032	GENERAL SUPPLIES	\$21,500.00	\$4,813.77	\$4,813.77	\$16,686.23	\$0.00	\$16,686.23	77.61%
40.560.14043	LINEN	\$36,300.00	\$13,436.84	\$13,436.84	\$22,863.16	\$0.00	\$22,863.16	62.98%
40.560.19082	GENERAL MAINTENANCE & REPAIRS	\$12,500.00	\$3,378.38	\$3,378.38	\$9,121.62	\$0.00	\$9,121.62	72.97%
40.560.21097	EQUIPMENT	\$1,500.00	\$1,205.05	\$1,205.05	\$294.95	\$0.00	\$294.95	19.66%
	Dept: LAUNDRY & LINEN - 560	\$326,479.00	\$122,952.42	\$122,952.42	\$203,526.58	\$89,040.00	\$114,486.58	35.07%
40.570.10001	SALARIES	\$376,934.00	\$156,210.72	\$156,210.72	\$220,723.28	\$192,297.26	\$28,426.02	7.54%
40.570.10008	OVERTIME	\$5,000.00	\$622.17	\$622.17	\$4,377.83	\$0.00	\$4,377.83	87.56%

Sullivan County

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☒ Filter Encumbrance Detail by Date Range

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
40.570.10009	PERFORMANCE INCREASE	\$1,500.00	\$500.00	\$500.00	\$1,000.00	\$0.00	\$1,000.00	66.67%
40.570.11010	FICA	\$29,333.00	\$10,751.34	\$10,751.34	\$18,581.66	\$0.00	\$18,581.66	63.35%
40.570.11011	GROUP LIFE INSURANCE	\$324.00	\$112.34	\$112.34	\$211.66	\$0.00	\$211.66	65.33%
40.570.11012	GROUP HEALTH INSURANCE	\$125,435.00	\$50,155.14	\$50,155.14	\$75,279.86	\$0.00	\$75,279.86	60.02%
40.570.11013	RETIREMENT	\$41,296.00	\$15,695.94	\$15,695.94	\$25,600.06	\$0.00	\$25,600.06	61.99%
40.570.11014	WORKERS COMPENSATION	\$12,333.00	\$0.00	\$0.00	\$12,333.00	\$0.00	\$12,333.00	100.00%
40.570.11015	UNEMPLOYMENT COMP INSURANCE	\$2,940.00	\$0.00	\$0.00	\$2,940.00	\$0.00	\$2,940.00	100.00%
40.570.11016	DENTAL INSURANCE	\$8,203.00	\$1,886.22	\$1,886.22	\$6,316.78	\$0.00	\$6,316.78	77.01%
40.570.11017	EDUCATION & TRAINING	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
40.570.12039	FLOOR CARE	\$7,500.00	\$3,765.38	\$3,765.38	\$3,734.62	\$0.00	\$3,734.62	49.79%
40.570.13033	CLEANING SUPPLIES	\$37,000.00	\$12,609.69	\$12,609.69	\$24,390.31	\$0.00	\$24,390.31	65.92%
40.570.19082	GENERAL MAINTENANCE & REPAIRS	\$3,000.00	\$1,458.05	\$1,458.05	\$1,541.95	\$0.00	\$1,541.95	51.40%
40.570.21097	EQUIPMENT	\$2,850.00	\$692.01	\$692.01	\$2,157.99	\$0.00	\$2,157.99	75.72%
	Dept: HOUSEKEEPING - 570	\$654,648.00	\$254,459.00	\$254,459.00	\$400,189.00	\$192,297.26	\$207,891.74	31.76%
40.580.12029	CONTRACT SERVICES	\$27,000.00	\$8,869.60	\$8,869.60	\$18,130.40	\$0.00	\$18,130.40	67.15%
40.580.14044	DRUGS - BILLABLE	\$9,500.00	\$1,087.77	\$1,087.77	\$8,412.23	\$0.00	\$8,412.23	88.55%
	Dept: PHYSICIAN & PHARMACY - 580	\$36,500.00	\$9,957.37	\$9,957.37	\$26,542.63	\$0.00	\$26,542.63	72.72%
40.585.12032	THERAPY SERVICES	\$260,000.00	\$52,866.87	\$52,866.87	\$207,133.13	\$0.00	\$207,133.13	79.67%
40.585.12035	MED. PART A: SPEECH EXPENSES	\$0.00	\$48.98	\$48.98	(\$48.98)	\$0.00	(\$48.98)	0.00%
40.585.12036	MED. PART A: XRAY EXPENSE	\$4,500.00	\$523.85	\$523.85	\$3,976.15	\$0.00	\$3,976.15	88.36%
40.585.12037	MED. PART A: LAB EXPENSE	\$15,000.00	\$906.17	\$906.17	\$14,093.83	\$0.00	\$14,093.83	93.96%
40.585.12038	MED. PART A: AMBULANCE EX	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%
40.585.14044	MED. PART A: PHARMACY EXP	\$150,000.00	\$23,263.61	\$23,263.61	\$126,736.39	\$0.00	\$126,736.39	84.49%
40.585.14052	MEDICAL EXPENSES	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
	Dept: MEDICARE PART A - 585	\$436,000.00	\$77,609.48	\$77,609.48	\$358,390.52	\$0.00	\$358,390.52	82.20%
40.586.12033	PHYSICAL THERAPY SERVICES	\$129,153.00	\$63,479.02	\$63,479.02	\$65,673.98	\$0.00	\$65,673.98	50.85%
40.586.12034	OCCUPATIONAL THERAPY SERVICES	\$129,153.00	\$47,004.24	\$47,004.24	\$82,148.76	\$0.00	\$82,148.76	63.61%
40.586.12035	SPEECH THERAPY SERVICES	\$64,577.00	\$26,383.12	\$26,383.12	\$38,193.88	\$0.00	\$38,193.88	59.14%
	Dept: MEDICARE PART B - 586	\$322,883.00	\$136,866.38	\$136,866.38	\$186,016.62	\$0.00	\$186,016.62	57.61%
40.589.12029	MEDICAID SPEECH THERAPY	\$8,000.00	\$0.00	\$0.00	\$8,000.00	\$0.00	\$8,000.00	100.00%
	Dept: MEDICAID SPEECH THERAPY - 589	\$8,000.00	\$0.00	\$0.00	\$8,000.00	\$0.00	\$8,000.00	100.00%
40.591.10001	EMPLOYEES SALARI	\$0.00	\$224.85	\$224.85	(\$224.85)	\$0.00	(\$224.85)	0.00%
40.591.11010	FICA	\$0.00	\$17.20	\$17.20	(\$17.20)	\$0.00	(\$17.20)	0.00%
40.591.11013	RETIREMENT	\$0.00	\$24.22	\$24.22	(\$24.22)	\$0.00	(\$24.22)	0.00%
40.591.12029	CONTRACT SERVICES	\$25,000.00	\$5,467.09	\$5,467.09	\$19,532.91	\$0.00	\$19,532.91	78.13%
40.591.13032	GENERAL SUPPLIES	\$15,000.00	\$6,675.95	\$6,675.95	\$8,324.05	\$0.00	\$8,324.05	55.49%
	Dept: PHYSICAL THERAPY - 591	\$40,000.00	\$12,409.31	\$12,409.31	\$27,590.69	\$0.00	\$27,590.69	68.98%
40.592.12029	CONTRACT SERVICES	\$20,000.00	\$3,233.95	\$3,233.95	\$16,766.05	\$0.00	\$16,766.05	83.83%
40.592.13032	GENERAL SUPPLIES	\$4,000.00	\$373.41	\$373.41	\$3,626.59	\$0.00	\$3,626.59	90.66%
	Dept: OCCUPATIONAL THERAPY - 592	\$24,000.00	\$3,607.36	\$3,607.36	\$20,392.64	\$0.00	\$20,392.64	84.97%
40.593.10001	SALARIES	\$237,672.00	\$90,082.67	\$90,082.67	\$147,589.33	\$109,351.49	\$38,237.84	16.09%
40.593.10008	OVERTIME	\$2,000.00	\$155.16	\$155.16	\$1,844.84	\$0.00	\$1,844.84	92.24%
40.593.10009	PERFORMANCE INCREASE	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
40.593.11010	FICA	\$18,412.00	\$6,592.14	\$6,592.14	\$11,819.86	\$0.00	\$11,819.86	64.20%
40.593.11011	GROUP LIFE INSURANCE	\$176.00	\$59.86	\$59.86	\$116.14	\$0.00	\$116.14	65.99%

Sullivan County

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Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
40.593.11012	GROUP HEALTH INSURANCE	\$35,175.00	\$14,655.60	\$14,655.60	\$20,519.40	\$0.00	\$20,519.40	58.34%
40.593.11013	RETIREMENT	\$25,199.00	\$8,736.06	\$8,736.06	\$16,462.94	\$0.00	\$16,462.94	65.33%
40.593.11014	WORKERS COMPENSATION	\$7,632.00	\$0.00	\$0.00	\$7,632.00	\$0.00	\$7,632.00	100.00%
40.593.11015	UNEMPLOYMENT COMP INSURANCE	\$1,472.00	\$0.00	\$0.00	\$1,472.00	\$0.00	\$1,472.00	100.00%
40.593.11016	DENTAL INSURANCE	\$3,741.00	\$603.48	\$603.48	\$3,137.52	\$0.00	\$3,137.52	83.87%
40.593.11017	EDUCATION & TRAINING	\$1,500.00	\$142.80	\$142.80	\$1,357.20	\$0.00	\$1,357.20	90.48%
40.593.12029	CONTRACT SERVICES	\$16,000.00	\$7,619.13	\$7,619.13	\$8,380.87	\$0.00	\$8,380.87	52.38%
40.593.13032	GENERAL SUPPLIES	\$8,000.00	\$1,542.94	\$1,542.94	\$6,457.06	\$0.00	\$6,457.06	80.71%
40.593.21097	EQUIPMENT	\$3,300.00	(\$139.30)	(\$139.30)	\$3,439.30	\$0.00	\$3,439.30	104.22%
	Dept: RECREATIONAL THERAPY - 593	\$361,279.00	\$130,050.54	\$130,050.54	\$231,228.46	\$109,351.49	\$121,876.97	33.73%
40.594.10001	EMPLOYEE SALARIES	\$99,750.00	\$46,781.68	\$46,781.68	\$52,968.32	\$55,603.54	(\$2,635.22)	-2.64%
40.594.10007	E.T. BUY BACK	\$1,700.00	\$0.00	\$0.00	\$1,700.00	\$0.00	\$1,700.00	100.00%
40.594.10008	OVERTIME	\$0.00	\$306.64	\$306.64	(\$306.64)	\$0.00	(\$306.64)	0.00%
40.594.11010	FICA	\$7,761.00	\$3,366.50	\$3,366.50	\$4,394.50	\$327.07	\$4,067.43	52.41%
40.594.11011	GROUP LIFE INSURANCE	\$44.00	\$14.76	\$14.76	\$29.24	\$1.64	\$27.60	62.73%
40.594.11012	GROUP HEALTH INSURANCE	\$23,684.00	\$10,946.44	\$10,946.44	\$12,737.56	\$0.00	\$12,737.56	53.78%
40.594.11013	RETIREMENT	\$10,926.00	\$4,252.72	\$4,252.72	\$6,673.28	\$463.48	\$6,209.80	56.84%
40.594.11014	WORKERS COMPENSATION	\$2,972.00	\$0.00	\$0.00	\$2,972.00	\$0.00	\$2,972.00	100.00%
40.594.11015	UNEMPLOYMENT COMP INSURANCE	\$368.00	\$0.00	\$0.00	\$368.00	\$0.00	\$368.00	100.00%
40.594.11016	DENTAL INSURANCE	\$2,107.00	\$665.66	\$665.66	\$1,441.34	\$106.90	\$1,334.44	63.33%
40.594.11017	EDUCATION & TRAINING	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
40.594.11019	TRAVEL EXPENSE	\$250.00	\$54.81	\$54.81	\$195.19	\$0.00	\$195.19	78.08%
40.594.12029	CONTRACT SERVICES	\$20,000.00	\$8,044.70	\$8,044.70	\$11,955.30	\$0.00	\$11,955.30	59.78%
	Dept: SOCIAL SERVICES - 594	\$170,562.00	\$74,433.91	\$74,433.91	\$96,128.09	\$56,502.63	\$39,625.46	23.23%
40.596.12029	CONTRACT SERVICES	\$22,000.00	\$5,092.50	\$5,092.50	\$16,907.50	\$0.00	\$16,907.50	76.85%
	Dept: DENTAL SERVICE - 596	\$22,000.00	\$5,092.50	\$5,092.50	\$16,907.50	\$0.00	\$16,907.50	76.85%
40.997.05990	IMPLIED TRANSFERS	(\$1,961,297.00)	\$0.00	\$0.00	(\$1,961,297.00)	\$0.00	(\$1,961,297.00)	100.00%
40.997.15996	TRANSFER OUT ACCOUNTING/PAYRC	\$223,736.00	\$0.00	\$0.00	\$223,736.00	\$0.00	\$223,736.00	100.00%
40.997.15997	TRANSFER OUT HR/PAYROLL	\$170,691.00	\$0.00	\$0.00	\$170,691.00	\$0.00	\$170,691.00	100.00%
	Dept: TRANSFER OUT - 597	(\$1,566,870.00)	\$0.00	\$0.00	(\$1,566,870.00)	\$0.00	(\$1,566,870.00)	100.00%
	Fund: HEALTH CARE - 40	\$12,899,388.00	\$5,409,387.95	\$5,409,387.95	\$7,490,000.05	\$4,005,697.09	\$3,484,302.96	27.01%
41.505.15051	SCHC BOOK FUND-EXPENSE	\$700.00	\$0.00	\$0.00	\$700.00	\$0.00	\$700.00	100.00%
	Dept: SCHC BOOK FUND - 505	\$700.00	\$0.00	\$0.00	\$700.00	\$0.00	\$700.00	100.00%
41.508.15051	SCHC ALIX UNGREN FUND-EXPENSE	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
	Dept: SCHC ALIX UNGREN FUND - 508	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
41.509.15051	SCHC ELSIE HARDISON FUND-EXPEN	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
	Dept: SCHC ELSIE HARDISON FUND - 509	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
	Fund: TRUST FUNDS - 41	\$3,400.00	\$0.00	\$0.00	\$3,400.00	\$0.00	\$3,400.00	100.00%
42.700.12020	LEGAL EXPENSE	\$0.00	\$13,585.21	\$13,585.21	(\$13,585.21)	\$0.00	(\$13,585.21)	0.00%
42.700.12029	BIOMASS CAPITAL PROJECT CONTRA	\$1,500,000.00	\$1,125,352.61	\$1,125,352.61	\$374,647.39	\$0.00	\$374,647.39	24.98%
42.700.20090	INTEREST ON TEMP FINANCING	\$0.00	\$1,715.00	\$1,715.00	(\$1,715.00)	\$0.00	(\$1,715.00)	0.00%
	Dept: FACILITIES - 700	\$1,500,000.00	\$1,140,652.82	\$1,140,652.82	\$359,347.18	\$0.00	\$359,347.18	23.96%
	Fund: CAPITAL IMPROVEMENTS - 42	\$1,500,000.00	\$1,140,652.82	\$1,140,652.82	\$359,347.18	\$0.00	\$359,347.18	23.96%

Sullivan County

A. Monthly Expense Delegates Report

Fiscal Year: 2013-2014

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

From Date: 7/1/2013

To Date: 11/30/2013

Account Number

Description

GL Budget

Range To Date

YTD

Balance

Encumbrance

Budget Balance % Bud

Grand Total:

\$30,730,122.00

\$11,677,571.94

\$11,677,571.94

\$19,052,550.06

\$6,680,553.60

\$12,371,996.46

40.26%

End of Report

DRAFT

Sullivan County

Dental Coverage and Rates

July 2014 Dental Renewal

The following rates are guaranteed from July 1, 2014 to June 30, 2015

Anniversary Month July
 Probationary Period OM*

Coverage	Single	2-Person	Family
OPTION 2	\$39.73	\$76.43	\$134.81

Monthly rates are based on at least 75% participation of eligible employees.
 If there is an employee contribution for dependents, 50% of subscribers with dependents
 must agree to enroll all of their eligible dependents and keep them enrolled for the term of the contract year.

BENEFIT SCHEDULE

Coverage	Cov A	Cov B	Cov C	Cov D	Ortho	Ded	BPM
OPTION 2	100%	80%	50%	N/A	N/A	\$25/\$75	\$750

*PROBATIONARY PERIOD EXCEPTIONS

Effective 1/1/09, Sullivan County will be responsible for determining the eligibility date of its Subscribers on Dental as listed on the Enrollment Form.

SPECIAL NOTES

Per County Personnel Policy and Contracts, dental coverage terminates the end of the month following the month in which employment terminated. For example: If date is March 15, coverage terminates April 30.

INDIVIDUAL BILLING

Member Group enrolled in Individual Billing for:

☒ COBRA ☐ Retirees

Employer hereby authorizes HealthTrust, Inc. to execute and deliver any and all documents necessary to effectuate the enrollment of the Employer and its Employees into the plan(s) listed on this transmittal.

Bennia Nelson

For the Employer

Commissioner Vice Chair
 Title Sullivan County

12-02-2013
 Date

For HealthTrust, Inc.

Title

Date



Sullivan County

Current Dental Benefit Renewal:

Coverage Type	Contract Type	Employee Counts	7/13 Rates	7/14 Rates	% Change
Option 2	1 Per	97	\$39.73	\$39.73	0.0%
	2 Per	65	\$76.43	\$76.43	0.0%
	Family	47	\$134.81	\$134.81	0.0%
Monthly Total		209	\$15,157.83	\$15,157.83	0.0%



JSI Research & Training
Institute, Inc.
44 Farnsworth Street
Boston, MA 02210-1211
USA

617 482-9485 Voice
617 482-0617 Fax
jsinfo@jsi.com Email

Appendix F.

Agreement Letter

NH Public Health Program Support Services
36879.0004.0001

Funded by: NH Department of Health and Human Services

Between
JSI Research & Training Institute, Inc.
And
Sullivan County

November 6, 2013

The purpose of this agreement is to provide support to JSI Research & Training Institute, Inc. through completion of the attached workplan.

- A. **Period of Performance:** July 1, 2013 - June 30, 2014
- B. **Services:** Sullivan County shall use all reasonable efforts to perform the services in the attached workplan in accordance with the terms and conditions set forth in this agreement.
- C. **Compensation:** Sullivan County will be paid a fixed price of \$19,195.00 for the services provided under this contract.
- D. **Compliance with Funding Source Rules/Regulations:** Sullivan County agrees to comply with the applicable terms, conditions, and provisions of the Prime Agreement, including any standard provisions mandated by the Funding Source. The Prime Agreement terms, conditions, and provisions and the Funding Source standard mandatory provisions are appended in Attachment C and are hereby incorporated by reference. In the case of inconsistencies between this agreement and the Prime Agreement, the terms, conditions, and provisions of the Prime Agreement prevail.
- E. **Final Reporting:** Final financial and programmatic reports are due to JSI Research & Training Institute, Inc. by July 31, 2014.

IN WITNESS WHEREOF, this agreement is hereby executed.

JSI Research & Training Institute, Inc.

Sullivan County

Signature

Signature

Jonathan Stewart

Bennie Nelson

Name

Name

Director

Commissioner Vice Chair

Title

Title

Date

12-02-2013
Date

Attachments:

- A. Workplan
- B. Budget
- C. Budget Justification
- D. Prime Agreement Terms, Conditions, and Provisions/Founding Source Standard Mandatory Provisions
- E. Equipment Clause
- F. Memorandum of Understanding between Greater Sullivan County Medical Reserve Corps and Upper Valley Medical Reserve Corps

Initials: Bn

Date: 12/13/13

Community Health Institute
Subcontract to Support Medical Reserve Corps Development
July 1, 2013 - June 30, 2014
Agency: Sullivan County, NH

JOINT GRANT APPLICATION on behalf of Greater Sullivan County and Upper Valley MRC Regions

LAST EDITS: 11/06/2013

Instructions: Fill in the name of your agency above, and regional activities, date/person responsible, and evaluation measure under each function below. You do not need to include activities under all 4 functions.

CDC Capability 15: Volunteer Management Function 1: Coordinate volunteers		
Regional Activity	Date/Person Responsible	Evaluation Measure
Task 1: Prior to an incident, identify the types and numbers of volunteers most likely to be needed in a public health agency's response based on the jurisdictional community risk assessment.		
<ol style="list-style-type: none"> 1. 10 hr per week MRC Assistant position vi consultant to conduct marketing and advertising campaign in FY 14 2. Duties of marketing assistant : to engage in Marketing and Advertising campaign on behalf of both regions, to include: <ol style="list-style-type: none"> A. Participation in Operation JIVE, including all JIVE activities B. Place Two advertisements of ¼ page in Kearsarge Shopper C. Place At least one advertisement – index card size, in Valley News publication D. Arrange for Radio spots – 30 second spots on WNTK Talk Radio, 2x per day for 14 days E. Contact River Valley Community College – Arrange for an Insertion to 1000 students at RVCC. Print and prepare the document and ensure its distribution F. Refine MRC brochures, and have 1000 brochures printed for mailings - work with Doolittle's Printserv. G. Complete all work related to a Major mailing of a letter to recruit members, through list of nurses and medical professionals obtained through Quality Mailing Services, NH. Write letter/ contact Quality Mailing Services / ensure mailing is completed. H. Conduct at least two new information sessions/ orientations I. Research community events/ target at least three events to hold a MRC recruitment booth. Marketing assistant will work this booth and recruit members. 	<ol style="list-style-type: none"> A. Sept 2013 or at start of grant, JR, Chris Smith B. 11/2013 through 6/2014 – MRC Assistant C. 09/2013 through 12/2013 – MRC Assistant will arrange ads D. Radio ads – JR, MRC Assistant E. RVCC staff, MRC Assistant, by Spring Semester Jan 2013 F. Doolittle's Printserve, Sept 2013 G. Mailing in 3rd week of Sept 2013, during Prep Month, through NH Quality Mailing Services H. Two information sessions before June 30th I. Three events before June 30th 2014. 	Position hired JIVE records Web site data Facebook data and Likes Twitter data and Followers, Number of Tweets Number of Advertisements Number of RVCC students who were sent an insertion Number of radio spots aired Mailing sent, number of responses Number of attendees at two information/ orientation sessions

Initials: PH Date: 12/3/13

Task 2: Prior to an incident, coordinate with existing volunteer programs (e.g., ESAR-VHP, MRC) and partner organizations to support the pre-incident recruitment of volunteers that may be needed in a public health agency's response.		
1. Advertisements per above, to recruit new members, will feature NHRESPONDS, <ul style="list-style-type: none"> A. Update Websites of both MRC Units to include easier application process, and link to NHRESPONDS B. Utilize Twitter and Facebook to advocate recruitment to NHRESPONDS and ESAR_VHP system C. Utilize NHRESPONDS and ESAR_VHP to invite volunteers to trainings and responses D. Encourage new volunteers to attend, during Valley Regional Hospital Health Fair event 	A.Website update – by MRC Assistant, or Chris Smith, or JR, and completed by Functional Art Solutions of Newport B. Twitter – Tweets at least twice per week, by MRC Assistant staff member Facebook entries at least once per week, by MRC Assistant staff C. per trainings, quarterly, Chris Smith D. Health Fair event in October 2013 – MRC volunteers and staff	Website updates NHRESPONDS data Twitter data FB data ESAR_VHP data Number of new members on NHRESPONDS system Number of trainings held Number of members who attended trainings
Task 3: Prior to an incident, assure pre-incident screening and verification of volunteers' credentials through jurisdictional ESAR-VHP and MRC.		
1. Hire Consultant, Chris Smith, to continue coordinating volunteer information, and keep volunteer records through NH RESPONDS and Excel Databases. This consultant will also be responsible for organizing volunteer trainings to maintain their core competencies. Consultants duties include organizing all meetings, trainings, credentialing, new member background check paperwork, complete badging for new members, arranging for an instructor or instructing the trainings, maintaining all volunteer info in databases, volunteer communications. <ul style="list-style-type: none"> 2. Utilize NHRESPONDS SYSTEM to ensure all volunteers are registered 3. Learn how to sort volunteers via tiers of credentials, on NHR 4. Enforce background check policy for all volunteers; conduct background checks via NH State paperwork 	Hiring- JR – hire at start of grant, and Chris Smith to work through June 30 2014. NHR system entries by Chris Smith, consultant, regularly – at least weekly	Consultant hired NHRESPONDS data Number of registered volunteers (compare each month to see growth of unit(s)) Sort by Credential on NHR, Reports generated on NHR Background Checks completed
Task 4: Prior to an incident and as necessary at the time of an incident, support provision of initial and ongoing emergency response training for registered volunteers. Training should be supported in partnership with jurisdictional MRC unit(s) and other partner groups		
<ul style="list-style-type: none"> 1. Ensure that volunteers obtain their core competency trainings. Hold at least three trainings in FY 14 2. Hold regular (quarterly) MRC member meetings – joint region meetings as possible. 	Quarterly trainings/ meetings. Chris Smith, trainers	Number of trainings held Number of volunteers in attendance Number of meetings Meeting minutes
Current Status: (to be filled in for final programmatic reporting)		

Initials: Bh Date: 12/13/13

Community Health Institute

Bidder/Program Name: Sullivan County, NH

Budget Request for: Subcontract to Support MRC Development in both
Greater Sullivan County and Upper Valley EDIT: 10/18/2013

Budget Period: July 1, 2013 - June 30, 2014

Line Item	Budget	Line Item Adj	Expended	Total
Total Salary/Wages		\$ -	\$ -	
Employee Benefits	\$ -	\$ -	\$ -	\$ -
Consultants	\$ 10,725.00	\$ -	\$ -	\$ 10,725.00
Equipment	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -
Travel	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00
Occupancy	\$ -	\$ -	\$ -	\$ -
Telephone	\$ -	\$ -	\$ -	\$ -
Postage	\$ -	\$ -	\$ -	\$ -
Insurance	\$ -	\$ -	\$ -	\$ -
Marketing/Communications	\$ 4,225.00	\$ -	\$ -	\$ 4,225.00
Indirect	\$ 1,745.00	\$ -	\$ -	\$ 1,745.00
Other: Training Costs	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
TOTAL	\$ 19,195.00	\$ -	\$ -	\$ 19,195.00

Initials: BN Date: 12/3/13

Community Health Institute
Budget Justification
Subcontract to Support MRC Development
Agency: Sullivan County, NH
Last Edit: 11/06/2013

**JOINT GRANT APPLICATION on behalf of Greater Sullivan County and Upper Valley
Medical Reserve Corps Regions**

Explanations are provided for major budget items defining assumptions and calculations used to arrive at cost estimates.

- | | |
|-----------------------|--------------------|
| 1. Total Salary/Wages | Total: \$ 0 |
| 2. Employee Benefits | Total: \$ 0 |
| 3. Consultants (2) | Total: \$10,725.00 |

A part time CONSULTANT will be hired as Medical Reserve Corps Assistant through Sullivan County MRC,

10 hours per week for approx. 30 weeks Nov 1 thru June 30,
300 hours, paid via Invoice to Sullivan County, at \$12.50 per hour = \$3,750

1. Mailings to registered Nurses, Doctors, and other medical professional both currently practicing and retired.
2. Place advertisements in local papers.
3. Place radio spots on WNTK Radio
4. Register and set up and man displays to be placed at prominent events such as farmers markets, community races, local Fairs and other events that are appropriate.
5. MRC promotional article in New Hampshire Nursing News for MRC recruitment purposes.
6. Maintain social Media using Facebook, twitter, and websites.

A second part time CONSULTANT, Chris Smith to work 15 hours per week as a Consultant, at \$15.50 per hour, from Nov 1 thru June 30, 2014- approximately 30 weeks, or 450 hours = \$6975.00 This position will be hired by the Sullivan County MRC and will be shared for two regions – (7.5 hrs/week) Greater Sullivan County Unit # 1558 as well as (7.5 hrs/week) Upper Valley Regional MRC Unit #1776. The Contractor will be paid through submitting invoice to the Greater Sullivan County fiscal agent, Sullivan County NH. This contractor will assist the Greater Sullivan County Medical Reserve Corps and Upper Valley Medical Reserve Corps with the following activities:

1. Utilize NHRESPONDS database for volunteer tracking and event management.
2. Monitor MRC email and social media updates to Twitter and Facebook.
3. Scheduling and deployment of volunteers,
4. Develop and maintain volunteer documents and forms.
5. Schedule quarterly meetings.
6. Develop training schedule, obtain instructors and venues for Unit member trainings and Core Competencies.
7. Regular MRC member and volunteer communications
8. Conduct events, conduct trainings, conduct MRC orientations
9. Other duties as assigned

Initials: Bh Date: 12/3/13

4. Equipment	Total: \$ 0
5. Supplies	Total: \$ 0
6. Travel	Total: \$1,500.00

Mileage will be paid to Consultant, to MRC Director, and to part time staff member at .556 per mile.

7. Occupancy	Total: \$ 0
8. Telephone	Total: \$ 0
9. Postage see marketing line	Total: \$ 0
10. Insurance	Total: \$ 0
11. Marketing/Communications	Total: \$4225.00

- Two advertisements of ½ page in Kearsarge Shopper at \$200 per insertion = \$400
- One advertisement – index card size, in Valley News publication - \$200.00
- Radio – 30 second spots on WNTK Talk Radio, twice per day for 14 days at \$15 per spot = \$420
- Insertion to 1000 students at River Valley Community College \$ 100
- Printing of 1000 brochures for mailings \$350
- Envelopes \$250
- Mailing cost for Letters to Nurses and physicians through NH Quality Mailing Services estimate \$1905
- Cost for Nurses and physicians mailing list per NH Quality Mailing Services \$600

12. Other: Training Costs

- Room rentals
- Instructor fees
- Training materials
- Light refreshments for trainings over two hours

Total: \$1,000.00

Subtotal before indirect = \$17,450.00

13. Indirect Costs = 10% county indirect policy across all grant programs. = \$1,745.00

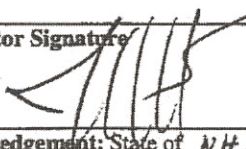
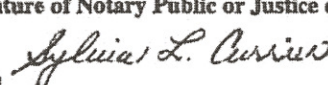
TOTAL BUDGET REQUESTED: \$ 19,195.00.

Initials: pn Date: 12/3/13

Subject: Public Health Program Services Support**AGREEMENT**

The State of New Hampshire and the Contractor hereby mutually agree as follows:

GENERAL PROVISIONS**1. IDENTIFICATION.**

1.1 State Agency Name NH Department of Health and Human Services Division of Public Health Services		1.2 State Agency Address 29 Hazen Drive Concord, NH 03301-6504	
1.3 Contractor Name JSI Research & Training Institute, Inc. dba Community Health Institute		1.4 Contractor Address 501 South Street, 2 nd Floor Bow, NH 03304	
1.5 Contractor Phone Number (603) 573-3300	1.6 Account Number 05-95-90-902510-5171-102-500731 See Exhibit B for additional account numbers.	1.7 Completion Date June 30, 2015	1.8 Price Limitation \$1,362,200.00
1.9 Contracting Officer for State Agency Lisa L. Bujno, MSN, APRN Bureau Chief		1.10 State Agency Telephone Number 603-271-4501	
1.11 Contractor Signature 		1.12 Name and Title of Contractor Signatory Jonathan Stewart Director	
1.13 Acknowledgement: State of <u>NH</u> , County of <u>Merrima</u> On <u>5/2/13</u> before the undersigned officer, personally appeared the person identified in block 1.12, or satisfactorily proven to be the person whose name is signed in block 1.11, and acknowledged that s/he executed this document in the capacity indicated in block 1.12.			
1.13.1 Signature of Notary Public or Justice of the Peace  [Seal]			
1.13.2 Name and Title of Notary or Justice of the Peace SYLVIA L. CORMIER, Notary Public My Commission Expires December 18, 2013			
1.14 State Agency Signature		1.15 Name and Title of State Agency Signatory Lisa L. Bujno, Bureau Chief	
1.16 Approval by the N.H. Department of Administration, Division of Personnel (if applicable) By: _____ Director, On: _____			
1.17 Approval by the Attorney General (Form, Substance and Execution) By: _____ On: _____			
1.18 Approval by the Governor and Executive Council By: _____ On: _____			

Initials: BH Date: 12/3/13

2. EMPLOYMENT OF CONTRACTOR/SERVICES TO BE PERFORMED. The State of New Hampshire, acting through the agency identified in block 1.1 ("State"), engages contractor identified in block 1.3 ("Contractor") to perform, and the Contractor shall perform, the work or sale of goods, or both, identified and more particularly described in the attached EXHIBIT A which is incorporated herein by reference ("Services").

3. EFFECTIVE DATE/COMPLETION OF SERVICES.

3.1 Notwithstanding any provision of this Agreement to the contrary, and subject to the approval of the Governor and Executive Council of the State of New Hampshire, this Agreement, and all obligations of the parties hereunder, shall not become effective until the date the Governor and Executive Council approve this Agreement ("Effective Date").

3.2 If the Contractor commences the Services prior to the Effective Date, all Services performed by the Contractor prior to the Effective Date shall be performed at the sole risk of the Contractor, and in the event that this Agreement does not become effective, the State shall have no liability to the Contractor, including without limitation, any obligation to pay the Contractor for any costs incurred or Services performed. Contractor must complete all Services by the Completion Date specified in block 1.7.

4. CONDITIONAL NATURE OF AGREEMENT.

Notwithstanding any provision of this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability and continued appropriation of funds, and in no event shall the State be liable for any payments hereunder in excess of such available appropriated funds. In the event of a reduction or termination of appropriated funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to terminate this Agreement immediately upon giving the Contractor notice of such termination. The State shall not be required to transfer funds from any other account to the Account identified in block 1.6 in the event funds in that Account are reduced or unavailable.

5. CONTRACT PRICE/PRICE LIMITATION/ PAYMENT.

5.1 The contract price, method of payment, and terms of payment are identified and more particularly described in EXHIBIT B which is incorporated herein by reference.

5.2 The payment by the State of the contract price shall be the only and the complete reimbursement to the Contractor for all expenses, of whatever nature incurred by the Contractor in the performance hereof, and shall be the only and the complete compensation to the Contractor for the Services. The State shall have no liability to the Contractor other than the contract price.

5.3 The State reserves the right to offset from any amounts otherwise payable to the Contractor under this Agreement those liquidated amounts required or permitted by N.H. RSA 80:7 through RSA 80:7-c or any other provision of law.

5.4 Notwithstanding any provision in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made hereunder, exceed the Price Limitation set forth in block 1.8.

6. COMPLIANCE BY CONTRACTOR WITH LAWS AND REGULATIONS/ EQUAL EMPLOYMENT OPPORTUNITY.

6.1 In connection with the performance of the Services, the Contractor shall comply with all statutes, laws, regulations, and orders of federal, state, county or municipal authorities which impose any obligation or duty upon the Contractor, including, but not limited to, civil rights and equal opportunity laws. In addition, the Contractor shall comply with all applicable copyright laws.

6.2 During the term of this Agreement, the Contractor shall not discriminate against employees or applicants for employment because of race, color, religion, creed, age, sex, handicap, sexual orientation, or national origin and will take affirmative action to prevent such discrimination.

6.3 If this Agreement is funded in any part by monies of the United States, the Contractor shall comply with all the provisions of Executive Order No. 11246 ("Equal Employment Opportunity"), as supplemented by the regulations of the United States Department of Labor (41 C.F.R. Part 60), and with any rules, regulations and guidelines as the State of New Hampshire or the United States issue to implement these regulations. The Contractor further agrees to permit the State or United States access to any of the Contractor's books, records and accounts for the purpose of ascertaining compliance with all rules, regulations and orders, and the covenants, terms and conditions of this Agreement.

7. PERSONNEL.

7.1 The Contractor shall at its own expense provide all personnel necessary to perform the Services. The Contractor warrants that all personnel engaged in the Services shall be qualified to perform the Services, and shall be properly licensed and otherwise authorized to do so under all applicable laws.

7.2 Unless otherwise authorized in writing, during the term of this Agreement, and for a period of six (6) months after the Completion Date in block 1.7, the Contractor shall not hire, and shall not permit any subcontractor or other person, firm or corporation with whom it is engaged in a combined effort to perform the Services to hire, any person who is a State employee or official, who is materially involved in the procurement, administration or performance of this Agreement. This provision shall survive termination of this Agreement.

7.3 The Contracting Officer specified in block 1.9, or his or her successor, shall be the State's representative. In the event of any dispute concerning the interpretation of this Agreement, the Contracting Officer's decision shall be final for the State.

8. EVENT OF DEFAULT/REMEDIES.

8.1 Any one or more of the following acts or omissions of the Contractor shall constitute an event of default hereunder ("Event of Default"):

8.1.1 failure to perform the Services satisfactorily or on schedule;

8.1.2 failure to submit any report required hereunder; and/or

8.1.3 failure to perform any other covenant, term or condition of this Agreement.

8.2 Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:

8.2.1 give the Contractor a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely remedied, terminate this Agreement, effective two (2) days after giving the Contractor notice of termination;

8.2.2 give the Contractor a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the contract price which would otherwise accrue to the Contractor during the period from the date of such notice until such time as the State determines that the Contractor has cured the Event of Default shall never be paid to the Contractor;

8.2.3 set off against any other obligations the State may owe to the Contractor any damages the State suffers by reason of any Event of Default; and/or

8.2.4 treat the Agreement as breached and pursue any of its remedies at law or in equity, or both.

9. DATA/ACCESS/CONFIDENTIALITY/PRESERVATION.

9.1 As used in this Agreement, the word "data" shall mean all information and things developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations, computer programs, computer printouts, notes, letters, memoranda, papers, and documents, all whether finished or unfinished.

9.2 All data and any property which has been received from the State or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason.

9.3 Confidentiality of data shall be governed by N.H. RSA chapter 91-A or other existing law. Disclosure of data requires prior written approval of the State.

10. TERMINATION. In the event of an early termination of this Agreement for any reason other than the completion of the Services, the Contractor shall deliver to the Contracting Officer, not later than fifteen (15) days after the date of termination, a report ("Termination Report") describing in detail all Services performed, and the contract price earned, to and including the date of termination. The form, subject matter, content, and number of copies of the Termination

Report shall be identical to those of any Final Report described in the attached EXHIBIT A.

11. CONTRACTOR'S RELATION TO THE STATE. In the performance of this Agreement the Contractor is in all respects an independent contractor, and is neither an agent nor an employee of the State. Neither the Contractor nor any of its officers, employees, agents or members shall have authority to bind the State or receive any benefits, workers' compensation or other emoluments provided by the State to its employees.

12. ASSIGNMENT/DELEGATION/SUBCONTRACTS.

The Contractor shall not assign, or otherwise transfer any interest in this Agreement without the prior written consent of the N.H. Department of Administrative Services. None of the Services shall be subcontracted by the Contractor without the prior written consent of the State.

13. INDEMNIFICATION. The Contractor shall defend, indemnify and hold harmless the State, its officers and employees, from and against any and all losses suffered by the State, its officers and employees, and any and all claims, liabilities or penalties asserted against the State, its officers and employees, by or on behalf of any person, on account of, based or resulting from, arising out of (or which may be claimed to arise out of) the acts or omissions of the Contractor. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant in paragraph 13 shall survive the termination of this Agreement.

14. INSURANCE.

14.1 The Contractor shall, at its sole expense, obtain and maintain in force, and shall require any subcontractor or assignee to obtain and maintain in force, the following insurance:

14.1.1 comprehensive general liability insurance against all claims of bodily injury, death or property damage, in amounts of not less than \$250,000 per claim and \$2,000,000 per occurrence; and

14.1.2 fire and extended coverage insurance covering all property subject to subparagraph 9.2 herein, in an amount not less than 80% of the whole replacement value of the property.

14.2 The policies described in subparagraph 14.1 herein shall be on policy forms and endorsements approved for use in the State of New Hampshire by the N.H. Department of Insurance, and issued by insurers licensed in the State of New Hampshire.

14.3 The Contractor shall furnish to the Contracting Officer identified in block 1.9, or his or her successor, a certificate(s) of insurance for all insurance required under this Agreement. Contractor shall also furnish to the Contracting Officer identified in block 1.9, or his or her successor, certificate(s) of insurance for all renewal(s) of insurance required under this Agreement no later than fifteen (15) days prior to the expiration date of each of the insurance policies. The certificate(s) of insurance and any renewals thereof shall be attached and are incorporated herein by reference. Each

Contractor Initials: 

Date: 5/21/13

Initials: BH Date: 12/3/13

certificate(s) of insurance shall contain a clause requiring the insurer to endeavor to provide the Contracting Officer identified in block 1.9, or his or her successor, no less than ten (10) days prior written notice of cancellation or modification of the policy.

15. WORKERS' COMPENSATION.

15.1 By signing this agreement, the Contractor agrees, certifies and warrants that the Contractor is in compliance with or exempt from, the requirements of N.H. RSA chapter 281-A ("Workers' Compensation").

15.2 To the extent the Contractor is subject to the requirements of N.H. RSA chapter 281-A, Contractor shall maintain, and require any subcontractor or assignee to secure and maintain, payment of Workers' Compensation in connection with activities which the person proposes to undertake pursuant to this Agreement. Contractor shall furnish the Contracting Officer identified in block 1.9, or his or her successor, proof of Workers' Compensation in the manner described in N.H. RSA chapter 281-A and any applicable renewal(s) thereof, which shall be attached and are incorporated herein by reference. The State shall not be responsible for payment of any Workers' Compensation premiums or for any other claim or benefit for Contractor, or any subcontractor or employee of Contractor, which might arise under applicable State of New Hampshire Workers' Compensation laws in connection with the performance of the Services under this Agreement.

16. WAIVER OF BREACH. No failure by the State to enforce any provisions hereof after any Event of Default shall be deemed a waiver of its rights with regard to that Event of Default, or any subsequent Event of Default. No express failure to enforce any Event of Default shall be deemed a waiver of the right of the State to enforce each and all of the provisions hereof upon any further or other Event of Default on the part of the Contractor.

17. NOTICE. Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses given in blocks 1.2 and 1.4, herein.

18. AMENDMENT. This Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Executive Council of the State of New Hampshire.

19. CONSTRUCTION OF AGREEMENT AND TERMS.

This Agreement shall be construed in accordance with the laws of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assigns. The wording used in this Agreement is the wording chosen by the parties to express their mutual intent, and no rule of construction shall be applied against or in favor of any party.

20. THIRD PARTIES. The parties hereto do not intend to benefit any third parties and this Agreement shall not be construed to confer any such benefit.

21. HEADINGS. The headings throughout the Agreement are for reference purposes only, and the words contained therein shall in no way be held to explain, modify, amplify or aid in the interpretation, construction or meaning of the provisions of this Agreement.

22. SPECIAL PROVISIONS. Additional provisions set forth in the attached EXHIBIT C are incorporated herein by reference.

23. SEVERABILITY. In the event any of the provisions of this Agreement are held by a court of competent jurisdiction to be contrary to any state or federal law, the remaining provisions of this Agreement will remain in full force and effect.

24. ENTIRE AGREEMENT. This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire Agreement and understanding between the parties, and supersedes all prior Agreements and understandings relating hereto.

Contractor Initials: A

Date: 5/21/13

Initials: Bn Date: 12/3/13

Equipment Clause

In the event the Subrecipient is no longer the fiscal agent for the regional Medical Reserve Corps unit, the Subrecipient is responsible for giving any equipment or materiel purchased with this funding to the new regional fiscal agent, returning the equipment to the Prime Recipient, or dispersing the items among remaining Medical Reserve Corps units within New Hampshire.

Initials: Bn Date: 12/3/13

Memorandum of Understanding

Between

Greater Sullivan County Medical Reserve Corps and Upper Valley Medical Reserve Corps
2014 New Hampshire MRC Mini Grant

The Greater Sullivan County Medical Reserve Corps and the Upper Valley Medical Reserve Corps in order to acquire the maximum efficiency from the 2014 New Hampshire MRC Mini Grants, which is administered through the Community Health Institute, have agreed to combine the two regions grants of \$10,000 each for a total of \$20,000. This sum will go to the Greater Sullivan County Medical Reserve Corps who will administer the grant and services between the Greater Sullivan County Medical Reserve Corps and Upper Valley Medical Reserve Corps.

Shared services to consist of a Contracted person as *Medical Reserve Corps Assistant* who will provide to the Upper Valley MRC 7.5 hours a week – this person will invoice Sullivan County NH for services to include but not limited to:

1. Utilize NHRESPONDS database for volunteer tracking and event management.
2. Monitor MRC email and social media updates to Twitter and Facebook.
3. Scheduling and deployment of volunteers,
4. Develop and maintain volunteer documents and forms.
5. Schedule quarterly meetings.
6. Develop training schedule, obtain instructors and venues for Unit member trainings and Core Competencies register Course to obtain Continuing Education Units for Medical volunteers.
7. Regular MRC member and volunteer communications
8. Conduct events, conduct trainings, conduct MRC orientations
9. Other duties as assigned

A part time staff person will be hired as *Medical Reserve Corps Marketing Assistant* through Greater Sullivan County MRC, and through Sullivan County NH Payroll, concentrating on Recruitment and Marketing of Medical Volunteers for the Greater Sullivan County MRC and the Upper Valley Medical Reserve Corps. This person will provide for the Upper Valley:

1. Mailings to registered Nurses, Doctors, and other medical professional both currently practicing and retired.
2. Place an index size advertisement about MRC's in the Valley News.
3. Place radio spots on WNTK radio
4. Register and set up and man displays to be placed at prominent events in the upper Valley such as farmers markets, community races, local Fairs and other events that are appropriate.

Initials: BH Date: 12/3/13

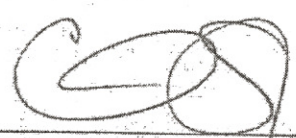
- 5. MRC promotional article in New Hampshire Nursing News for MRC recruitment purposes.
- 6. Maintain social Media using Facebook, twitter, and websites.

If there are any issues with the performance of services provided by this agreement the coordinators will negotiate a mutual agreeable solution.

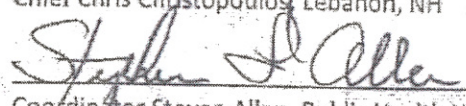
Personnel matters as it pertains to the Contractor and Part-Time Staff Person is the responsibility of the hiring organization, Greater Sullivan County Medical Reserve Corps.

Upper Valley Public Health Region

Steven Allen, Regional Public Health Preparedness Coordinator
C/O Lebanon Fire Department
12 South Park St
Lebanon, NH 03766
603-727-6185 (cell)
603-448-8810 (FD)



Chief Chris Christopoulos, Lebanon, NH



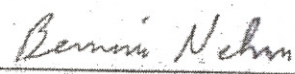
Coordinator Steven Allen, Public Health Network and MRC

9-4-2013
DATE

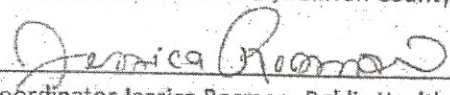
9-4-2013
DATE

Greater Sullivan County Public Health Region

Jessica Rosman, Regional Public Health Preparedness Coordinator
24 Main Street
Newport, NH 03773
603-898-2222 (cell)



Commissioner Ben Nelson, Sullivan County NH



Coordinator Jessica Rosman, Public Health Network and MRC

9/9/13
DATE

9-4-2013
DATE

JSI

NON ELECTRONIC FORM

11/8/2013 15:30

Consultant & Vendor Services
Payment Request Form
JSI Research & Training Institute Inc.

Click arrow below to select address

JSI, 501 South St. 2nd Floor; Bow, NH 03304 Tel: (603) 573-3300 Fax: (603)573-3301

TO BE COMPLETED ELECTRONICALLY BY JSI STAFF PRIOR TO SENDING TO CONSULTANT/VENDOR

TO BE COMPLETED ELECTRONICALLY BY JSI STAFF PRIOR TO SENDING TO CONSULTANT/VENDOR

JSI STAFF: Amy Cullum
 JSI EMAIL ADDRESS: acullum@jsi.com
 JSI CONTACT PHONE: 603-573-3316

PO #: MRC05

JSI Staff - Click Cells Below to Select Option ↓

Payee Former JSI Employee?	NO
Is Payee US Citizen?	
Is Payee W-9 on file at JSI?	YES
If NO complete W-9	
Is Payee Contract on File?	NO
Is Payee Contract Attached?	YES
Track Level of Effort?	NO

PAYEE NAME: Sullivan County, NH
PAYEE ADDRESS: 14 Main Street
Newport, NH 03753
PAYEE PHONE: 603-398-2222
PAYEE EMAIL: phn@sullivancountynh.gov

SELECT CONTRACT AGREEMENT RATE **Fixed Fee**

TO BE COMPLETED BY PAYEE

EFT PAYMENT

EFT AUTHORIZATION MUST BE COMPLETED IF PAYEE WOULD LIKE TO BE PAID ELECTRONICALLY

NON ELECTRONIC FORM

MONTH: **YEAR:**

DAYS OF THE MONTH

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	Fixed Fee
Work Performed																	SubTotal
Work Performed	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		SubTotal

CONTRACT RATE

TOTAL

(Daily/Hourly/Fixed Fee Rate is determined by Contract)

Consultants can't work more than 8 hours in a calendar day.

TOTAL DUE

FIXED FEE DATES

DESCRIPTION OF WORK PERFORMED PER AGREEMENT

FIXED FEE AMOUNT

7/1/13 - 6/30/14	Support of regional Medical Reserve Corps unit	\$19,195.00
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Payee certifies that the payment does not involve dual compensation for working during the same period of time on other U.S. Government contract or grants, or as a U.S. Civil Service employee

Payee Signature:

Bennie Nelson
 Bennie Nelson, Commissioner

Date:

12-02-2013

Payee must sign & mail this form to the JSI contact name above monthly & no later than 30 days from the end date of the agreement

TO BE COMPLETED BY JSI STAFF PRIOR TO SENDING TO CONSULTANT/VENDOR

FULL NAME / DATE

PROJECT NUMBER: 36879.0004.0001

VISUAL COMPLIANCE

Alyson Cobb, 11/8/13

ACCOUNT NUMBER: 0551-1040 : Outside Services

HAS BEEN CHECKED?

Payment Approved by:

(Print, Sign)

Date:

TOWN OF NEWPORT
PUBLIC HEARING
PROPOSED SUNAPEE STREET REALIGNMENT

The Board of Selectmen will hold a public hearing on Monday, December 2, 2013 at 6:30pm in the Board of Selectmen Meeting Room, 15 Sunapee Street, Newport, NH regarding the proposed realignment of Sunapee Street at the intersection of Main Street. A representative from the NH DOT will be presenting the project, as shown below:



Key:

- Bright green – Slope/grass
- Purple – Sidewalk
- Orange – Non-travel pavement
- Yellow – Travel way
- Light green/blue – Raised island/cobbles